



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	<b>Thursday, January 15, 2009</b>
Meeting Time:	<b>5:00 pm</b>

### MEETING # 63

- A. CALL TO ORDER:** A meeting of the Woodman Park Elementary School Addition & Renovations and SAU Retrofit Joint Building Committee was called to order on Thursday, January 15, 2009 at 5:03 p.m. at Superintendent's office conference room.
- B. ROLL CALL:** Present were, Catherine Cheney, Karen Weston, Doris Grady, Carolyn Mebert, and Ray Bardwell (by phone). Also present were John O'Connor, Superintendent; Laurie Verville, Business Administrator; Patrick Boodey, Principal-WPS; Michael Bliss, Clerk of the Works, and Keith McBey, BPS. Absent were Mark Geuther and Gary Goudreau, Goudreau & Associates.
- C. Approval of Meeting Minutes:** Ray Bardwell moved, Doris Grady seconded approval of meeting minutes for December 18, 2008. An oral **VOTE PASSED: 6/0**
- D. Appointment of New Members to Joint Building Committee:** Karen Weston motioned for current members to remain on the committee; Carolyn Mebert seconded. Ms. Grady asked if they needed to be reappointed by the Board and Council; Dr. O'Connor said there should be some formality. Ms. Weston said she was at the planning board meeting and all they did was what she just did. An oral **VOTE PASSED: 5/0**

#### Woodman Park Elementary School:

- E. Financial Report – Woodman Park School:** Ms. Verville read into record that after the last approvals for the block & tackles and key cores the total available budget as of January 15, 2009 is \$86,842.28. Ms. Grady asked if that included the \$50,000; Ms. Verville said it did. Ray Bardwell moved, Karen Weston seconded to accept the financial report. An oral **VOTE PASSED: 5/0**
- F. Approval of Payments:**
  - a. RPF Associates, Inc. - Abatement Monitoring April 2008 – August 2008: Invoice Amount: \$13,819.67. Ms. Mebert asked if this money was already appropriated; Ms. Verville said \$12,000 was already appropriated so they are looking at an additional \$1,819.67 to encumber over the \$12,000. Ms. Mebert asked why it was more. Mr. Bliss said they originally gave an estimate and the original invoice they sent he had questions on the hours worked. They sent another invoice with a breakdown on the hours and things are fine. He also said there were monies left over from the removal of the underground tank. Ms. Verville asked Mr. Bliss if they received all invoices from RPF; Mr. Bliss said he believes they have. Ms. Verville also mentioned there is \$3,305 remaining on the invoice for the removal of the underground tank; she overestimated based on the work done at HSS. Mr. Bardwell said between air testing and the underground tank we're still under budget. Ms. Verville said she wants to verify she has received all invoicing and will email everyone when she knows. Karen Weston moved, Doris Grady seconded approval of payment to RPF Associates in the amount of \$13,819.67. A roll call **VOTE PASSED: 5/0**
  - b. Stanley Security Solutions, Inc. – Core Keyed: Invoice Amount: \$4,884.32. Ms. Grady asked if this has been figured in; Ms. Verville said it has. Later is a request for more cores. Carolyn Mebert moved, Karen Weston seconded approval of payment to Stanley Security Solutions in the amount of \$4,884.32. A roll call **VOTE PASSED: 5/0**



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- G. Bonnette, Page & Stone – Update of Certificates of Occupancy (Phase I & II, III) and Other:** Mr. McBey said at the last meeting he thought they were all set with Phase 1 Certificate of Occupancy, but weren't. He forgot they did a sign-off and didn't get the C.O.P. until the project was finished. The original C.O.P. was delivered to Ms. Verville this afternoon. Phases 2/3 are all signed off except for the electrical inspector. He stated they needed to do further labeling, need to double check the seal on the conduits, and do emergency light testing for the whole building. They have that test set up for 6 a.m. on Wednesday where they will shut down the whole building and do a walk through to make sure there are enough lumens. Ms. Verville asked about the follow-up from the fire department on the panel. Mr. McBey said there was a recall on the fire alarm panel and there was brief panic. He received documentation on the issue and it was on a laser beam dialer and device and found our panel does not have that specific device. He will scan and email the documentation to Ms. Verville. Mr. Bliss said there were no other issues. Mr. Boodey said there is no other notify panel in the district. He checked with the high school and GES and they don't have one.
- H. Michael Bliss – Update on Window Repairs:** Mr. Bliss said they contracted with Pro-Staff and he met with Mike and they did another count and there are exactly 115 windows. He was supposed to get back to him to let him know if he had the block & tackles in stock, but he hasn't heard from him. Mr. Boodey said he showed up at the school today and started working in rooms with no students. He said he was also coming in on Monday where there is no school to get as many windows done as possible. Dr. O'Connor mentioned they need to make sure someone is there to let him in and make sure no one turns the alarm on while he's working. Mr. Bliss said he would work something out.
- I. Other Business:**
- a. Punch-list status (See report as of 12-16-08): Mr. McBey said they need to check on the control system and do a final check to make sure it is complete. There are some issues that need to be worked out. They will have the O & M manuals with as-builts and Consolidated's information next week. When they get back they will distribute the information and then set up for training. Mr. McBey asked if he could get a list of people they want trained. They will try and do the training over a couple of days. Ms. Verville said she will get him a list of key people and get video equipment to tape the training. Mr. Bliss asked about the stairs to the mezzanine in the gym. Mr. McBey said it wasn't in the scope and asked how active the balcony area was. Mr. Boodey said during school it's not busy, but he can't say when it's rented out. Mr. McBey said they can put treads in if they want. He's not sure if they went too far on the flooring and is why it now looks weird. Mr. Bliss said it looks completely unfinished. Ms. Cheney asked if they have the materials; Mr. McBey said its just rubber treads needed for 3 stairs. Ms. Cheney asked if there was anything else on the punch list. Mr. Bliss said it was a very thorough list and Mr. Goudreau even came back and double checked it. Ms. Mebert asked what they have is a current punch list; Mr. McBey said it is the list Jans in working through. Ms. Verville asked how the punch list worked exactly. Mr. McBey said when the contractor feels the project is completed, the architect does a walk through and comes up with a list that the contractor then goes back and fixes/corrects.
  - b. Follow upon 12-18-08 (Paragraph H) – Boiler room water: Ms. Verville said they spoke at the last meeting about Associated Concrete when she was not there and asked what they would do. Mr. McBey said the basic fix is from the inside and the cost is \$13,000 plus fixes after they are done that could reach \$15,000. Ms. Verville asked if there was a guarantee; Mr. McBey said that kind of work they don't warranty or guarantee, but Associated Concrete is the best one for the job. There is about 114' of cold joint going around the room that they will dig out and put in clay and backer made of **Bentinite**. Mr. Bliss



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said it was expansive clay. Mr. McBey said they would do 114' of cold joint, 2 small patches and 1 large patch. They will also plug the conduits in the room. The one over the new panel should be easy because there are only a couple of lines coming through. Dr. O'Connor said in his opinion, "It boggles the mind that they are not fixing what the problem is." He said he went through past JBC minutes after the last discussion saying it had been value engineered out. He doesn't recall having a discussion not to fix the problems, but remembers discussion on raising the pads. Right from the beginning there has always been water and anyone walking in could see leaks have been there for a long time. He remembers what was valued engineered out was the larger class size, down grading the light fixtures, among other things, but nothing about the boiler room. Ms. Grady asked if it was written into the bid or contract. Dr. O'Connor said he didn't think the documents were that specific. He see's reference to the boiler room but nothing to add leaks. Mr. Bliss said he recalls discussion on the leaking foundation walls. He said they had penetration areas and the old water/oil lines could be fixed and holes could be patched. Raising the boiler room pad was due to the plumbing inspector's requesting a specific valve. With this valve if left open it could overwhelm the sump pumps and flood the boiler room. Dr. O'Connor said he remembers asking the wall to be fixed from the outside when they had the equipment there to remove the oil tank. Mr. Bardwell said he remembers a conversation that the first wall was 8' so it was 6' below ground level. Dr. O'Connor said the notes mentioned conduits being in 4 different locations. Past JBC meetings it was mentioned someone was going to talk with Verizon or Fair Point to replace the conduit, but it doesn't look like it was ever done. Mr. McBey said he's been thinking a lot about this and they're spending \$12 million and aren't happy with something like this. They had a conversation back in August about doing from the inside because it would be more cost effective. If they feel strongly about this, he suggests adjusting the contract and fixing the leaks from the inside. Dr. O'Connor asked how they think the community would respond with the water seeping in and shorting out the boiler. Ms. Grady asked if it was seeping that much; Dr. O'Connor said during heavy rains it does. He also mentioned the excessive moisture wreaks havoc on everything that's down there. Ms. Grady said the building they are in now is over 100 years old and had the same issues and they still haven't been able to fix the problem. Mr. Bardwell said his understanding of the other building is the storm drains and perimeter drains were not installed right. Ms. Grady said it was worth a try fixing WPS issues. Mr. Bardwell said it would be palatable to say ok to fix the inside if they give some kind of warranty. Mr. McBey said it just isn't done; however, the committee could request an additional 2 visits with "x" amount of footage for failed concrete. Mr. McBey said they are good people and have a good product. If it still weeps, they can come back and do a deeper grinding. Mr. Bardwell asked why they are using **Bentinite** versus **?**. Mr. McBey said they will be doing a "V" groove and using Bentinite because they like the product and feels it will do the job. Mr. Bardwell asked if they could get the schematic and depth; Mr. McBey said he will get a cut sheet to them. Mr. Boodey said they are talking about the cold joints but there are over a dozen pipes down there. Mr. McBey said the \$13,000 includes all pipe penetration and 2 small patches, and 1 large patch at the chimney. Ms. Verville said she doesn't doubt Associate Concrete does a great job, but has heard they charge a premium. Mr. Bardwell asked if they could get a copy of the written proposal with the schematics. Mr. McBey said he'll talk with Paul and get the information scanned and emailed to Ms. Verville to get out to the rest of the committee members. Ms. Grady said the conduit over the panel was thought to be owned by Fair Point and asked Mr. Bliss if he could check with them to see if they will fix the conduit and see how much water comes through after the fix. Mr. McBey said Mr. Bliss found that across the street the line was left wide open so Mr. Bliss foamed up the end. Mr. Bliss said it didn't fix the issue. Mr. McBey said that portion is pennies when they're fixing everything else in the room and



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doesn't believe Fair Point will come out to fix the problem. Ms. Grady said it couldn't hurt having them look at it. Mr. Bardwell asked what the conduit size was; Mr. McBey said it was a 4" diameter with only one or two wires. Mr. McBey said the problem is done for now and it can be scraped out when Fair Point comes to fix it. Mr. Boodey said they need to move the panel and replace the board. Ms. Grady said it apparently wasn't written in the bid. If not in the bid request, this is why she said to save money just in case they run into problems. She said to look at all the things BPS has done and things they did and never charged for. She feels we should pay to fix the leaking. The bid said it was to renovate the old building and put up a new building, she doesn't recall anyone talking about the boiler room. Mr. McBey said to assume they wanted this done; he'd sit here and say you owe him "X" amount of money. There was a savings in Phase 1, but not Phases 2/3. He can say he needs "X" amount of money from the savings. Ms. Cheney said she doesn't recall the leaks being in there or being mentioned during the walk through. Her property is in a flood zone and has never heard that type of fix has a guarantee. Ms. Grady said she's worked on many committees and this is the best one she's been on. She said they put aside \$50,000 for problems that may come up and furnishings are not part of fixing the building.

Doris Grady motioned to use money to fix the issues in the boiler room; Karen Weston seconded. Ms. Weston said to do a change order to complete the job and do it right. However, she is apprehensive if they fix inside, what about the water pressure from outside, it's not as good if fixed from outside. What if it starts to leak because of the pressure. Mr. Bardwell said to ask for a 2-year warranty. Mr. McBey said he can ask, but knows they won't give a warranty. Mr. Bardwell said if they stand behind their work, he would like a time table maybe the first spring or fall to see if it leaks. Mr. McBey said Associated Concrete is stubborn on a warranty, but may be willing to do something else. Mr. Bardwell asked about a warranty for \$500 more and asked if the committee was ok in doing something like that. Ms. Grady asked if Associated Concrete has seen the boiler room and the work that needs to be done; Mr. McBey said they had and gave the estimate of \$13,000.

Doris Grady motioned to do the work for \$13,700, not to exceed \$15,000 with Keith McBey asking company for a warranty, if no warranty, they come back for inspections for a couple years. Ms. Weston said they need to be more specific on the visits. Ms. Grady said quarterly inspections. Mr. McBey said spring '09 and fall '09; Ms. Verville said she would like a third visit in the spring of 2010. Ms. Cheney said the motion is not to exceed \$15,000 with four inspections. Mr. Bardwell said inspections aren't necessary because Mr. Boodey and his staff can see if it's leaking. He'd like to see some kind of warranty that if they see leaks/seepage, Associated Concrete comes back and fixes the area(s). Mr. Bardwell said he couldn't see the company driving 50-60 miles to see if it's leaking, what if they come and it's a dry period, it would be a waste of time. Ms. Grady said upon inspections they come back if there are any leaks. Mr. Bardwell said there might not be a problem for the first 2-3 years. Mr. McBey said he believes if it's not done right it will show any leaks right away. Dr. O'Connor said they need to get this done and they aren't going to give a warranty. Ms. Cheney said she would like to see at least one repair visit. Mr. McBey said he thinks they can do that; they'll have to carry "X" amount of money to fix any areas. Ms. Cheney said she would like to see 2 fixes through next spring. Ms. Grady asked Mr. McBey to contact Ms. Verville with the information. **A roll call VOTE PASSED: 5/0**

- c. Letter from NH DES Underground Petroleum Storage Tank Status: Ms. Verville said she doesn't know a lot about this. She said they have 120 days to respond and the top 2 companies Nobis and Golden Assoc out of Massachusetts do the work that complies with NH DES. She said the State is working with her on getting funding for the clean up. She doesn't have a figure at this time. Mr. Boodey asked if this was



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normal and where did this come from. Mr. Bliss said RPF did the testing and he was told the soil was clean. Mr. Boodey asked if they could find something to prove it's theirs and doesn't belong to either of the gas stations across the street. Mr. Bliss said they are taking the information from RPF's report on soil testing done around the tank. Dr. O'Connor said the spill could have been from 20 years ago, there's no way to tell. Ms. Verville said the State is aware of the previous oil tank. Mr. Bliss said using the RPF report raised red flags. Dr. O'Connor asked if they have a copy of the report; Ms. Verville said she did. She said she wanted to put the committee on notice.

### J. Other Approvals:

- a. Best Access Quote – 40 additional cores - \$1,323.60: Ms. Verville said additional cores are needed. Some interior doors were missed that still have construction cores. Mr. Boodey said it was poor counting before Unicco came. He said they didn't look at the plans they were given. Looking back they asked for the floor plans but didn't think to say they were getting different cores. Karen Weston moved, Carolyn Mebert seconded approval to purchase 40 additional cores at a cost of \$1,323.60. An oral **VOTE PASSED: 5/0**
- b. Library Furnishings: Ms. Verville said she wanted to let the committee members know they are still in the process of getting competitive prices.

- K. Other Business:** Ms. Verville said several months ago there was a verbal from the Dept. of Ed. for the Reading Recovery Room. She wants to say thank you to Mr. Boodey who worked hard at getting an answer from the Dept. of Ed. on how much they were going to pay towards the room. They are going to pay \$11,200 against \$12,068 which leaves \$868. She said the State wanted to make sure they whittled the cost down as much as possible. There is \$868.00 still due BPS from the JBC. Doris Grady moved, Karen Weston seconded approval of payment to BPS in the amount of \$868. A roll call **VOTE PASSED: 5/0**

### SAU Office:

- L. CIP Financial Report – SAU Office:** Ms Verville read into record the total available budget as of January 15, 2009 is: \$ 39,560.91. Ms. Weston asked if the job was 100% complete; Ms. Verville said she is still working on the security system. She talked with Wayne Dupree with Seacoast Security Systems and she still needs the software specs. She's called him 3 times and has not heard back from him as of today. Carolyn Mebert moved, Doris Grady seconded to accept the financial report. An oral **VOTE PASSED: 5/0**

### M. Other Business:

- a. Update on Reinforcement of 4<sup>th</sup> floor: Mr. McBey said he is working with Paul from TF Moran at what he looked at and his concerns. A couple days after the last meeting Mr. McBey said he looked at the situation and said they need to put in another 3-4 plates; it's more work but Jans will take care of it. He will put in a change order to add the plates. The original had blocking hoping the legs of the shelves would fall close to the blocking. He told Paul the committee wanted plates and he seemed more comfortable with it. Ms. Verville said he talked with Deluxe Systems and they can fabricate them in house.
- b. Heat: Mr. McBey asked if Siemens had been back through. Ms. Verville said they were in recently and did a diagnostic throughout the floor. Mr. McBey asked if the radiator at the receptionist area was still



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banging; Ms. Verville said it was and there is now banging in Dr. O'Connor's office area. Dr. O'Connor said the heat is still sporadic. He said the layout showed there were 6 thermostats missing. There are 14 small boxes throughout the floor but the plans Siemens had only showed 8. Several are not working; they checked the electrical valves and many are defective. Dr. O'Connor said on Tuesday it was 81° and it was 68° the next day at the same time. Room next door was 66° and it was 72° in this office and the thermostat is set at 72°. Mr. McBey asked if Siemens is working on the whole thing or just the SAU; Ms. Verville said she believes it was just the SAU. Mr. McBey said the last time they were there the system was out because the filters were clogged; Ms. Verville said that has been fixed. Dr. O'Connor said when the guy was here from Century Mechanical he said his units were working fine. Mr. McBey said they should set up another meeting and go through the problems. He then asked if the systems were a little better or still real extremes. Ms. Verville said she thinks it's a little better. Dr. O'Connor said it was better, not as severe extremes as before.

**N. Schedule next JBC Meeting:** The next JBC meeting is scheduled for Thursday, February 5, 2009 at 5:00 p.m. at the Superintendent's conference room.

**O. Adjournment:** The JBC adjourned at 6:45 p.m.

Respectfully submitted,

*Catherine Cheney/pb*

Catherine Cheney, Joint Building Committee Chair  
Joint Building Committee  
CC/pb