

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE:  
Co-Chairs: School Board Chairman Kent LaPage  
City Councilor Joanne Grasso  
City Council Members: Laura Pantelakos and William St. Laurent  
School Board Members: Nancy Novelline Clayburgh and Carvel Tefft  
Citizen Member: Robert Iafolla  
Ex Officio: W. Peter Torrey, Business Administrator  
Also: John Bohenko, City Manager  
David Holden, City Planning Department

FROM: W. Peter Torrey, Clerk for the Committee

DATE: June 20, 2002

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Little Harbour Board Room on June 19, 2002 at 7:30 a.m. Attending were: City Council members Joanne Grasso, Laura Pantelakos and William St. Laurent, School Board member Nancy Novelline Clayburgh; Robert Iafolla and School Business Administrator W. Peter Torrey. Excused: Mr. LaPage and Mr. Tefft.

Also attending were Bill DiBartolomeo, Clerk of the Works, City Attorney Robert Sullivan, Wes Bonney, Dan Bisson, and Mary Bordas of Team Design, Rick Gremlitz, Principal PHS, Jill LeMay, Principal, Dondero School, Gary Bertram and Wayne Blais of Hutter Construction.

1. Meeting Call to Order and Role Call

Co-Chair Grasso called the meeting to order at 7:35 a.m.

2. Approval of Minutes

Motion: Co-Chair Grasso called for a motion to approve the minutes of the June 5, 2002 meeting. Mr. Iafolla moved. Mr. St. Laurent seconded. The motion was unanimously voted.

3. Project Status Reports

a. Dondero – Mr. Torrey stated that there would be five separate areas of internal renovations to the Dondero School. These renovations will primarily be the constructing of walls/partitions to create permanent classrooms or office/small group space. Mr. Torrey further stated that also included will be the construction of a permanent wall separation for the use of a kiln and a closing in of the back door loading/entrance area. Mr. Torrey indicated that a meeting took place at Dondero School regarding these proposed renovations. This meeting consisted of Mr. Torrey, Ms. Lemay, Principal of Dondero, Wayne Blais of Hutter Construction, representatives from Risk-Frost and Granite State Plumbing and Heating. Mr. Blais stated that all heating units would stay in place and collector ducts to transfer air to all classrooms would be needed. Mr. Blais distributed a Dondero School renovations budget to the members of the JBC. Mr. Blais explained that the total budget is \$230,616 with the option of *custodial option B* of \$62,398 included in that price. Mr. Blais further stated that *custodial option B* is not a good idea to pursue this summer. Mr. Blais further stated that *custodial option B* could possibility trigger code issues due to the bumping out of the outside wall six feet for custodial storage space. Mr. Torrey stated that with *custodial option B* taken out the construction budget would be reduced to \$192,793 plus between \$10,000-\$15,000 for electrical work leaving \$40,000 for soft costs. Mr. Torrey stated that this budget is well within the allowed budget of \$250,000. Mr. Torrey further stated that Dondero would need coat racks,

bookracks, and shelving. The school is also in need of “cubbies” for storage that the PHS trade students could possibly construct. Mr. Torrey indicated that any money left over from the construction budget could go into the above items. Mr. Blais stated that some electrical items such as transfer fans into heating ducts, moving lights, and adding some lighting are not included in the construction budget.

Motion: Co-Chair Grasso called for a motion to approve the project as described and budgeted with the understanding that the JBC would only approve proceeding with *custodial option A* and *guidance option A* with a mini GMP of \$192,793, plus electrical. Implied in this motion would be a separate contract written for the approval of all parties. Mrs. Pantelakos moved, Mr. St. Laurent seconded. A roll call vote was taken. The motion was unanimously voted.

b. New Franklin – Mr. Bonney stated that the New Franklin School project is on time and progressing quite well. Mr. DiBartolomeo stated that work is being done on the doors and hardware, and that work is being done on the existing classrooms. Mr. DiBartolomeo further stated that new fencing is going up outside. Mr. DiBartolomeo stated that progress is moving long at New Franklin School.

c. PHS – Mr. Torrey stated that, as a result of a meeting held on May 30, 2002 by the Building Inspector, Plumbing Inspector, Health Officer, Fire Chief, and Team Design, there are sixteen issues of suggested change before a building permit can be issued for the Community Field House. Mr. Bonney reported that there were comments regarding floor drains, eliminating receptacles, stair guardrails, the number of lockers, type of food for the concession stand, and the door between the locker rooms. Mr. Iafolla stated that the Athletic Boosters need to communicate their food equipment needs (hot dog steamer, coffee maker, and popcorn popper, etc.) to Mr. Gremlitz for inclusion into the Community Field House plan. Mr. Iafolla further stated that the City is indicating that only prepackaged foods could be sold at the concession stand. Mr. Sullivan suggested that this issue be directed to Mr. Dish Athanasious, City Health Officer, for clarification of “equipment”. Mr. Gremlitz stated that he would contact the Boosters, communicate with the Health Officer, and report back to the JBC.

Mr. Bonney reported that the door between the locker rooms is an operational issue. The door is locked and on the fire alarm system. The issue that the City has over the door between the two locker rooms is regarding entrance to the other side if occupied by the opposite sex. Mr. Bonney also questioned the JBC on the elimination of the urinal and putting a water closet in its place to make both sides “unisex”. It was agreed to eliminate the urinal.

Ms. Mary Bordas of Team Design displayed the two color scheme recommendations to the JBC for the Community Field House and the PHS renovations and addition. Scheme A – earth tones with maroon and Scheme B – gray with maroon. The JBC unanimously agreed on Scheme A using the earth tones with maroon and also changing the trim on the Community Field House roof to the accent color of maroon, which Scheme B showed. These colors chosen for the Community Field House will carry over to the main school building.

Motion: Co-Chair Grasso called for a motion to accept the Scheme A recommendation to the School Board for the colors of the Community Field House with the accent color of maroon on the roof trim. Mrs. Pantelakos moved, Mr. Iafolla seconded. The motion was unanimously voted.

Mr. DiBartolomeo stated that the JBC members are welcomed to visit the PHS construction site whenever they chose to. He suggested that they stop by his trailer and pick up a hard hat. Mr. DiBartolomeo notified the JBC of his telephone number at the trailer, 433-0491. Mr. DiBartolomeo further stated that there is fencing installed to restrict access to the site from the general public. Mr. Torrey stated that Dave Keitt would be on duty to manage public use of the fields and lights and provide some security measures

to the construction site. Mr. Torrey further indicated that a security guard would be on-site overnight to watch over the construction site. Mr. Gremlitz stated that Moe from Hutter Construction and Bill DiBartolomeo have been great to work with. He further stated that they have been respectful and sensitive to everyone's needs at PHS.

Mr. DiBartolomeo reported that two test blastings were performed on Tuesday, June 18, 2002. He further stated that the athletic building is 95% down and should be completed by the end of today. He further indicated that the lines (electrical, drain, sewer) were not quite where they thought they were going to be and will need to be routed around the City pool building. Mr. Blais stated that the City pool is currently draining into the wetlands and that the City is planning to reroute the drain into the sewer system. A discussion took place regarding blasting and the proximity to the City pool. Mr. DiBartolomeo reported that the blasting meter reading was .02 and well below the allowance of .5. Mr. Blais stated that Hutter is working toward completing the Community Field House by the opening of the athletic season.

Mr. Bonney reported that a meeting took place on Friday, June 14, 2002 with the State Fire Marshall, Code Enforcement Consultant, and Team Design. Mr. Bonney reported that the meeting went very well with very minor issues. He further stated that all documents have been submitted to the State Fire Marshall. Mr. Torrey commended Mr. Bonney for running a very productive meeting.

Mr. Torrey distributed the proposed bid alternatives provided by Hutter Construction. Mr. Bertram stated that item number 3, *Eliminate waterline from property line to street*, in the amount of \$55,000 and item number 4, *Eliminate 60' pipe replacement*, in the amount of \$167,910 are possibly items to be covered by the City and are items that can not be eliminated. Mr. Bertram further stated that the items at the bottom of the list are items previously eliminated on June 27, 2001 by the JBC. Mr. Torrey stated that this list would be the working list for the JBC to make budget decisions for inclusion or exclusion to the construction budget. Mr. Gremlitz stated that he wants to be involved with any cuts. Mrs. Clayburgh stated that any items deleted would be items that would not affect programs. Mr. Iafolla stated that the list would be included on all final documents as add alternatives. Mr. Iafolla further stated that Mr. Bertram would put the documents out to bid, and if all bids come in and the GMP is not lowered to \$29,750,000, then we could go to the City for assistance in the improvement of the fire loop.

Motion: Co-Chair Grasso called for a motion to approve the list from Hutter and to have the construction documents reflect the alternates as described on this list. Mrs. Pantelakos moved, Mr. St. Laurent seconded. The motion was unanimously voted.

Mr. Bonney stated that Team Design is drawing everything into the drawings to go out to bid including the alternates. Mr. Bonney further stated that the sooner he knows what is being pulled out of the plans than necessary modifications can be drawn into the plans.

Co-Chair Grasso thanked all of those in attendance at the PHS groundbreaking ceremony. She further thanked Dr. Tracy and Mr. Torrey for the organization of the groundbreaking and the bus for transportation. She further thanked everyone from Team Design and Hutter Construction for all of their efforts during the groundbreaking.

#### 4. Construction Materials Testing

Mr. Torrey informed the JBC of the need to have construction materials testing services for a number of areas in need of monitoring and testing. Mr. Torrey stated that because of the dollar amount involved at the high school, Mr. DiBartolomeo asked for pricing from three construction materials testing services companies. The request for proposals reflects pricing, minimum travel costs and charges for specimen pick-

up. Mr. Torrey stated that R. W. Gillespie & Associates from Saco, ME submitted a proposal that was competitive in all categories but did not include additional costs for travel and specimen pick-up. Mr. Torrey further stated that R. W. Gillespie & Associates has worked for the Portsmouth School Department at the New Franklin School project and have found them to be a professional company with services rendered in a timely and efficient manner.

Motion: Co-Chair Grasso called for a motion to accept and approve the services of R. W. Gillespie & Associates through the life of the PHS project in an amount to cost between \$35K-\$45K. Mr. Iafolla moved. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

5. Financial

Mr. Torrey submitted manifest #29 (NF) for approval in the amount of \$4,489.00. This manifest represents payment to Team Design for additional services per contract in the amount of \$1,465.00 and for a progress payment in the amount of \$3,024.00.

Motion: Co-chair Grasso called for a motion to approve manifest #29 in the amount of \$4,489.00. Mr. Iafolla moved after properly vouched. Mrs. Clayburgh seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey submitted manifest #30 (PHS) for approval in the amount of \$214,534.50. This manifest represents payment to Team Design for professional services per contract in the amount of \$210,347.00; The Scott Lawson Group for asbestos project management in the amount of \$4,000.00; and a payment to Maher Irrigation for a meeting with Hutter regarding the irrigation pump house in the amount of \$187.50.

Motion: Co-chair Grasso called for a motion to approve manifest #30 in the amount of \$214,534.50. Mrs. Clayburgh moved after properly vouched. Mr. St. Laurent seconded. A roll call vote was taken. The motion was unanimously voted.

6. Next Meeting

The next meeting of the JBC has been scheduled for Wednesday, July 17, 2002 in the Little Harbour School Board Room at 7:30 a.m.

2. Adjournment

Motion: Co-chair Grasso called for a motion that the meeting be adjourned. Mrs. Clayburgh moved, Mrs. Pantelakos seconded. The motion was unanimously voted. The meeting was adjourned at 9:20 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk