

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: April 16, 2003

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at PHS Career Center on April 16, 2003 at 7:30 a.m. Attending were: City Council members Co-Chair Joanne Grasso, Laura Pantelakos, and William St. Laurent, School Board members Co-Chair Kent LaPage, and Nancy Novelline Clayburgh; Robert Iafolla and School Business Administrator W. Peter Torrey. Absent: Carvel Tefft

Also attending were Rick Gremlitz, PHS Principal, Bill DiBartolomeo, Clerk of the Works, Dan Bisson and Daniel Bragg of Team Design, Gary Bertram and Wayne Blais of Hutter Construction and John Bohenko, City Manager.

1. Meeting Call to Order and Role Call

Co-Chair LaPage called the meeting to order at 7:34 a.m.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of March 12, 2003. Mr. St. Laurent moved. Mr. Iafolla seconded. The motion was unanimously voted.

3. PHS – Project Status Report

Mr. DiBartolomeo reported that the work at PHS is progressing very well. Mr. DiBartolomeo stated that the foundation work is completed, 99% of the underslab work is nearing completion, the masonry work continues with the laying of interior partitions, steel erection is now 70-75% completed, the concrete floor slabs are 65% completed for Unit E (classroom addition), and the mechanical, electrical and sprinkler system piping have all been started at Unit E.

4. Old Business

Auditorium

Mr. Blais stated that Hutter would need to know soon whether or not to proceed with the auditorium renovations scheduled for this summer or hold off until next summer (2004). Mr. Blais stated that these renovations are currently scheduled to proceed this summer and that Hutter needs the recommendation of the JBC to proceed. Mr. Blais stated that it would be easier to do the ceiling work if the old seats were removed. Mr. Torrey stated that the work scheduled for the auditorium includes painting, mechanical, minor electrical work and stage work such as rigging (holds the lights) as well as structural support for the rigging. Mr. Blais stated that the structural support beams for the rigging work would cost between 10-20K and that Hutter would be able to find this money within their budget. Mr. Torrey

stated that last year an independent inspection of the staging (rigging and structural support) took place. The safety inspection recommendations included the removal of some equipment immediately and that students would not be allowed to run the equipment. Mr. Iafolla stated that the JBC had decided at a previous meeting to proceed once the remediation and furnishings and equipment bids were determined. Mr. Blais stated that he would need to know by the next JBC meeting whether or not to cancel or proceed with the auditorium renovation project scheduled for this summer. Mrs. Clayburgh stated that the new auditorium seats have been ordered and would be ready for installation this summer. Mrs. Clayburgh further stated that it would be great to have a new auditorium for the graduating students next year. Mr. Bisson and Mr. Blais both agreed that it would be more economical to proceed with this project this summer. Mr. Blais stated that work on the auditorium would begin during the middle of June and would be completed by the middle of September. A discussion took place regarding the lack of auditorium use during the start-up of school in the fall of 2003. Mr. Gremlitz stated that the gym could be used in place of the auditorium.

Motion: Co-Chair LaPage called for a motion to proceed with the auditorium renovations during the summer of 2003 including the purchasing of the seats but to exclude the rigging work until the full rigging proposal is presented. Mrs. Pantelakos moved. Mr. St Laurent seconded. The motion was unanimously voted.

Mr. Iafolla stated that every time money is allocated to the furnishings and equipment line item it would become that much less for when the time comes to purchase the furnishings and equipment. Mrs. Clayburgh stated that there is a big fund-raiser planned for the fall of 2003. Mrs. Clayburgh feels confident that fundraising will raise 100% of the money needed to purchase the seats. Mr. Torrey stated that \$200,000 would be raised if all seats were sold leaving enough left over money to apply to the stage rigging.

Motion: Co-Chair LaPage called for a motion to allow funding for the auditorium seating to be allocated from the furnishings and equipment line item with the intention of replacing it with 100% of outside fund raising money. Mr. St. Laurent moved. Mrs. Clayburgh seconded.

### Security

Mr. Torrey informed the committee that a security meeting would take place following the JBC meeting. This committee is comprised of school administration, Team Design and the Police Department. Mr. Torrey explained that the Police Department has reviewed the layout of the entire high school with respect to security. Mr. Bohenko expressed his thoughts on the involvement of the Fire Department at all meetings. Mrs. Pantelakos expressed her thoughts on the current lack of security at the front door when she walked right into the high school this morning. She felt that someone should have stopped her at the door to inquire her reasons for being within the school, have her sign in and to provide her with a visitor's badge. Mr. Torrey stated that the high school currently utilizes motion detectors, security cameras, and physical barriers. Mr. Torrey further stated that the level of security needed to be determined and the ability to have a system that will allow options for future growth. Locks, keys, restricted access, coding system to notify staff as to what doors are ajar, and internal and external security cameras. Mr. Bragg stated that the security system that is being considered has a remote set of monitors that could be monitored by the front office secretary. Mr. Torrey stated that school administration is not currently ready to go to a card swipe, metal detector, or finger print/retinal scan system. There are also systems that require that the students be managed at a main entrance where they are buzzed in. Mr. Torrey stated that the administration and the School Board would need to decide what options would be needed to be built into the plans. Mr. Iafolla notified the committee that the best of systems could be installed but that they need to meet the Life Safety Codes. Mr. Torrey reassured the

committee that security is not being taken lightly and that he would have more information to present at the next JBC meeting. Mr. Torrey further informed the committee that because of the massive size of the high school and the number of doors, security is a challenge. He further stated that the other schools have a more manageable security system. Mr. Torrey feels that the high school will also have a more efficient security system as a result of the current construction and renovations.

#### New Franklin

Mr. Torrey stated that a second meeting with Risk-Frost has been scheduled to discuss the New Franklin air exchange system. Mr. Torrey will report back to the JBC at the next meeting.

#### 5. New Business

##### Commissioning

Mr. Bisson stated that the JBC would need to make a decision regarding commissioning. Mr. Bisson noted that this is the training of the custodial staff on all new systems. Mr. Bisson would like a sub-committee to meet with contractors and sub-contractors. A meeting would be scheduled to include Mr. DiBartolomeo, the Maintenance Department, Risk-Frost, Team Design, Hutter Construction, Granite State Plumbing and Longchamps Electrical.

##### Construction Mock-up Panel and Signatory Beam

Items to be addressed at the end of the meeting.

#### 6. Other

Mr. Bisson reported to the JBC that PHS staff interviews would take place during the month of April for the furnishings and equipment bid. He further stated that the requests made by the staff will be reviewed and the bid specifications would be developed during the month of May. Mr. Bisson stated that Team Design would coordinate all of the vendor colors to unify the required colors. Mr. Bisson further noted that the bids would be broken down in three to four packages. All vendors would be required to bring their items to a showcase to be set up for review by the administration. Mr. Bisson stated that there would be a selected vendor list of those vendors who have a track record for getting items in place on time. Mr. Bisson further stated that local vendors are encouraged to participate on whatever item they choose. It was noted that Mr. DiBartolomeo would be involved with the review of all items for any damage as they are being delivered. Mr. Torrey stated that the furnishing vendors would also have someone on hand during the delivery to unpack and set-up. Mr. Bragg stated that the furnishings and equipment bids for food service have been completed.

Co-Chair LaPage expressed his concern for parking during graduation on Friday, June 13, 2003. Co-Chair LaPage stated that the high school would need to work with the construction people to coordinate the parking and to clean out the upper lot as much as possible to allow additional parking.

Co-Chair LaPage further expressed his concern with the changing of principals in the middle of this major project. Co-Chair LaPage stated that the new principal should attend the JBC meetings with Mr. Gremlitz to “get-up-to-speed” with the status of the high school project.

Mr. Bragg notified the committee that the dedication plaque would be installed at New Franklin School on Monday, April 21, 2003.

#### 7. Financial

Mr. Torrey presented the March financials for the PHS project. Mr. Torrey stated that the budget is currently on track.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #54 in the total amount of \$1,384,522.29 for the Portsmouth High School project. Mr. St. Laurent moved after properly vouched. Mrs. Pantelakos seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair LaPage called for a motion to authorize a Hutter retainage payment of Manifest #55 in the amount of \$43,473.33 for the High School Project. Mrs. Grasso moved after properly vouched. Mrs. Clayburgh seconded. A roll call vote was taken. The motion was unanimously voted.

8. Next Meeting

The next meeting of the JBC has been scheduled for Wednesday, May 14, 2003 in the boardroom at Central Office at 7:30 a.m.

9. New Business – Construction Mock-Up Panel and Signatory Beam

The JBC reviewed the construction mock-up panel and agreed that the color concept is excellent. The panel consisted of face brick, pre-cast concrete ban between the first and second floors (height of 16”), split face concrete block, capped with efface ban, vinyl shack or straight board siding, efface ban stucco-type with fascia and window frame.

Motion: Co-Chair LaPage called for a motion to accept the color concept of the mock-up panel for the high school construction and renovations as presented. Mrs. Pantelakos moved. Mr. St. Laurent seconded. A roll call vote was taken. The motion was unanimously voted.

The JBC proceeded to sign the signatory beam.

10. Adjournment

Motion: Co-Chair LaPage called for a motion that the meeting be adjourned. Mrs. Clayburgh moved, Mr. St. Laurent seconded. The motion was unanimously voted. The meeting was adjourned at 8:55 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk