

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE:
Co-Chairs: School Board Chairman Kent LaPage
City Councilor Joanne Grasso
City Council Members: Laura Pantelakos and Thomas Ferrini
School Board Members: John Lyons and Ann Walker
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: November 29, 2005

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the PHS Conference Room on November 29, 2005. Attending were: City Council members: Co-Chair Joanne Grasso; School Board Members: Co-Chair Kent LaPage; Ann Walker and John Lyons; Citizen Member Robert Iafolla and School Business Administrator W. Peter Torrey. Absent: Thomas Ferrini and Laura Pantelakos.

Also attending: Ken Linchey, Maintenance Supervisor, Daniel Bisson of Team Design, Gary Bertram of Hutter Construction and Forrest Ransdell, Principal PHS.

1. Meeting Call to Order and Roll Call

Co-Chair LaPage called the regular meeting of the JBC to order at 7:45 a.m.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of November 2, 2005. Mr. Iafolla moved. Mrs. Walker seconded. The motion was unanimously voted.

Correspondence – Mr. Torrey stated that the 1% or \$45,000 retainage remaining of the \$4.5 million has been received from the State of NH for the Career Tech Center on November 18, 2005.

3. Old Business

Co-Chair LaPage reported to the JBC that the School Board held a worksession on November 16, 2005 to review the potential items for possible inclusion in the PHS project. With approximately \$150,000 remaining in PHS project funds, the School Board reviewed the items as construction versus educational. Co-Chair LaPage stated that the School Board decided to review only the construction items as the educational items could be handled in future school department budgets. Co-Chair LaPage stated that there were certain constructional items that were owed to either the City or the PHS for better educational purposes. The items in discussion were as follows:

<u>Requested Item</u>	<u>Estimated Cost</u>
1. Athletic building drinking fountains	\$2,000
2. Sound barrier door - band/choir room	\$2,000
3. Air handler zone controls upgrade	\$17,000
4. Automated/handicapped front door	\$10,000
5. Maintenance storage building	\$10,000
6. Storm drain - PHS parking lot	\$7,900
7. Two tennis courts	<u>\$110,000</u>
Total:	<u>\$158,900</u>

Co-Chair LaPage stated that the School Board decided on the necessity of all seven items. The two tennis courts have the most variables such as site, size and cost. Mr. Linchey stated that the upgrade to the chiller system is necessary to maintain a balance to the HVAC system. He further explained that as additional units were added to the system, the balance of the air conditioning was off. The new air handler would control the overall temperature of the building and would not be pushing the HVAC system as hard during peak times. Mr. Linchey further stated that currently the school department is paying \$191 per month for the rental of the two storage trailers and that a maintenance storage building would be able to store all necessary equipment and supplies. A discussion took place with respect to the building trades class building this storage building. It was further decided that the tennis courts would need exact costing as well as a feasibility study with respect to site options to accommodate two courts. Mr. Bisson stated that Team Design would provide site options with cost ramifications for each site as well as work with Hutter Construction for general budget costs. Mr. Linchey stated that the resurfacing of the existing courts is in the Maintenance Capital Plan.

Mr. Torrey further reiterated what is being agreed to. *The JBC directs Mr. Torrey to work with Hutter Construction with respect to items #1-4, complete project development of items #5-6 plus professional assistance for the proposed tennis courts.* Mr. Bertram stated that he commits Hutter Construction to assist with the project items as construction manager.

Motion: Co-Chair LaPage called for a motion to proceed with items #1-4 with respect to costing them out accurately and taking action to implement them. Items #5-7 need to be further cost out, no action taken at this time, and to report back to the JBC at the next meeting. Mr. Lyons moved. Co-Chair Grasso seconded. A roll call vote was taken. The motion was unanimously voted.

5. New Business
None

6. Other

Co-Chair LaPage stated that, as November 30, 2005 is Mr. Torrey's final official day working for the Portsmouth School Department, the School Board would be making a formal motion to retain his services as a contracted employee until his successor comes on board at the December 13, 2005 meeting.

Co-Chair Grasso expressed interest in the status of the PHS plaque that was returned to ANCO for a correction. Mr. Torrey stated that he will follow-up on that.

7. Financial

Mr. Torrey presented the financial report as of November 29, 2005 for both the Main Project and the Career Center. Mr. Torrey stated that the two manifest bills from Hutter Construction reflect the final bills for the construction on both projects. Retainage will be released once all sign-offs are completed. He further noted that there are two outstanding bills – remaining 50% for signage and curtains. Mr. Bertram reported that Mr. Blais is working on the final cost run for the project and will send in the report as soon as possible. He further noted that the cost run would not be over budget, but indicating a slight under-run.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #109 in the total amount of \$66,403.80 for the Portsmouth High School main project. Co-Chair Grasso moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #110 in the total amount of \$109,500.30 for the Career Center. Co-Chair Grasso moved after properly vouched. Mrs. Walker 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, January 25, 2006 in the conference room at PHS at 7:45 a.m. Mr. Iafolla stated that all cost information and feasibility study would be expected at this meeting.

7. Adjournment

Motion: Co-Chair LaPage called for a motion that the meeting be adjourned. Mr. Iafolla moved. Mrs. Walker seconded. The motion was unanimously voted. The meeting was adjourned at 8:25 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk