

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, Clerk for the Committee
 Also: John Bohenko, City Manager
 David Holden, City Planning Department

FROM: W. Peter Torrey, Clerk for the Committee

DATE: October 18, 2006

RE: FINAL Joint Building Committee Meeting - Minutes

The Joint Building Committee held a meeting at the PHS Conference Room on October 18, 2006. Attending were: City Council members: Co-Chair Joanne Grasso; School Board Members: Co-Chair Kent LaPage and Ann Walker; Citizen Member Robert Iafolla and Clerk for the Committee W. Peter Torrey. Absent: John Lyons, Thomas Ferrini, and Laura Pantelakos.

Also attending: Stephen Bartlett, Business Administrator, Ken Linchey, Maintenance Supervisor, Jeffrey Collins, PHS Principal, and Robert Sullivan, City Attorney.

1. Meeting Call to Order and Roll Call

Co-Chair LaPage called the regular meeting (#80) of the JBC to order at 7:50 a.m.

Mr. Torrey distributed a list of all involved with the PHS project since the inception of the Joint Building Committee on May 23, 2000. Three current members, Kent LaPage, representing the School Board; Joanne Grasso, representing the City Council and Robert Iafolla as the citizen member have served on the committee since the inception.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of June 21, 2006. Mrs. Walker moved. Mr. Iafolla seconded. The motion was favorably voted.

3. Old Business

Supplemental Expenditures – Status Report – Mr. Bartlett reported on the remaining supplemental projects from the June 21st meeting. The School Board had previously approved the following list of educational priorities for the remaining \$72,000.

1.	Auto Alignment Machine	\$27,000
2.	Performance Playback System	\$20,000
3.	Music Lab Equipment/Technology	\$10,000
4.	Misc. Classroom Equipment/Furniture	\$10,000
5.	Misc. Career and Tech Instructional Equipment	\$5,000
	Total:	\$72,000

Mr. Bartlett stated that the purchase and installation of the automotive alignment machinery for the Career Tech Center is completed and the invoice is included on today's manifest #120 for a total of \$25,559.80. Mr. Bartlett further stated that included in today's manifest #119 for PHS is the floor machine totaling \$4,950 and the music lab workstations totaling \$11,974.00. He further indicated that there is a remaining encumbrance of \$9,679.40 for the music lab furniture bringing the total of both manifests and encumbrance to \$52,163.20, leaving a remaining balance from the \$72,000 of \$19,836.80. Mr. Bartlett stated that there are two vendor proposals for the Music Department playback system. Finalization of this decision and purchase should be completed soon.

4. New Business

Mr. Torrey reported that it appears that after all bills are paid there will be a remaining \$5,892 on the books and wanted legal opinion as to how to handle the remaining amount. Mr. Sullivan stated that all remaining monies should be spent within the scope of the PHS project, otherwise this would be reported to the State as being unspent and an adjustment would be made in the 20-year payback amount. Mr. Torrey stated that an item that was unbudgeted and deleted from the original PHS plan was the purchase and installation of a heavy-duty safe for cash and the retainage of records. (Co-Chair LaPage indicated that he has a safe that was donated to him that could be considered for use at PHS.)

Co-Chair LaPage stated that possibly we could hold the money and any subsequent notification to the State until the end of the current school year to determine if there are any lingering closeout "punch list" items. Co-Chair LaPage also stated that the bleachers and press box are in need of replacement and could fall under the scope of the PHS project.

Motion: Co-Chair LaPage called for a motion to authorize the business administrator to expend, at his discretion, any remaining funds for the project, which relate within the original scope of the project. This authorization expires June 30, 2007. Mr. Iafolla moved. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

5. Financial

Mr. Torrey stated that there are retainage adjustments to be made in the October financial summary to balance out both projects.

Motion: Co-Chair LaPage called for a motion to authorize the budget adjustments as presented by Mr. Torrey. Mr. Iafolla moved. 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 #119 in the total amount of \$16,924.00 for the Portsmouth High School main project. Mrs. Walker moved after properly vouched. Mr. Iafolla 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 #120 in the total amount of \$25,559.80 for the Career Center project. Mr. Iafolla moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

6. Other – Words of Appreciation

Co-Chair LaPage wanted to express his deepest appreciation for all those who have served on the Joint Building Committee. He stated that this has been an outstanding endeavor involving an excellent working relationship between the School Board and the City Council. He further stated that the teamwork within all involved departments of the City to produce this fantastic school for the children of Portsmouth and SAU 50 has been exemplary. Co-Chair LaPage stated that it has been a pleasure to work side by side with Co-Chair Grasso. He is indebted to her for her ability to “keep the balance” throughout the past six years as his co-chair. This project had, at times, over two hundred workers on site while not interfering with the education of our students. Hutter Construction and Team Design had been fantastic companies to work with and their cooperation with the JBC, as well as with each other, goes beyond words of thanks.

Co-Chair LaPage further stated that Peter Torrey has been the “foundation” of this project by keeping accurate books and dealing with the day-to-day administration of the project.

Co-Chair LaPage also wanted to personally recognize Robert Iafolla, the volunteer citizen member to the JBC, for his numerous hours of guidance, wisdom and knowledge.

Co-Chairs LaPage and Grasso presented a letter of thanks and appreciation to the recording secretary, Virginia Kelleher, for working with Mr. Torrey on the administration of this project since the inception of the JBC, and for her note taking/transcription of the minutes from all the JBC meetings.

Mr. Iafolla expressed his appreciation to Robert Sullivan, City Attorney, for his skill and guidance during the contract negotiations. Mr. Sullivan’s involvement is a very important part of the success of this project. Mr. Iafolla stated that through Mr. Sullivan’s excellent contract negotiation skills the City of Portsmouth saved between four and five million dollars. Co-Chair Grasso stated that Mr. Sullivan’s effort on behalf of the New Franklin School renovation project was exemplary.

Co-Chair Grasso further stated that the Joint Building Committee worked very well. The School Board members were cognizant of the educational needs while the City Council members watched over the financial costs on behalf of the citizens of Portsmouth. The City and the students are the benefactors of a project well done.

Mr. Sullivan stated that this PHS project has been the largest and most complicated project in the history of the City of Portsmouth. He further stated that he has been very proud to be a part of this project.

Mr. Collins thanked the diligent work of the members of the JBC for an excellent high school. He stated how very proud he is of this building and that it is now the charge of the school department to maintain this beautiful building. He expressed his appreciation to the custodial staff at PHS and to the PSD maintenance staff.

Motion: Co-Chair LaPage called for a motion to write two letters rendering the end of the services of the PHS Joint Building Committee to the School Board and City Council. Mr. Iafolla moved. Mrs. Walker seconded. The motion was favorably voted.

Motion: Co-Chair LaPage called for a motion to dissolve the PHS Joint Building Committee. Mr. Iafolla moved. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted

7. Adjournment

Motion: Co-Chair LaPage called for a motion that the final meeting of the JBC 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