

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 lafolla  
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: July 17, 2002

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the Little Harbour Board Room on July 17, 2002 at 7:30 a.m. Attending were: School Board Chairman Kent LaPage, City Council members Joanne Grasso, Laura Pantelakos and William St. Laurent, School Board members Carvel Tefft and Nancy Novelline Clayburgh; Robert lafolla and School Business Administrator W. Peter Torrey.

Also attending were Bill DiBartolomeo, Clerk of the Works, City Attorney Robert Sullivan, Wes Bonney, Dan Bragg of Team Design, Rick Gremlitz, Principal PHS, Wayne Blais of Hutter Construction and Silke Psula, City of Portsmouth Solid Waste/Recycling.

1. Meeting Call to Order and Role Call

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

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes of the June 19, 2002 meeting. Mr. lafolla moved. Mr. St. Laurent seconded. The motion was unanimously voted.

3. Project Status Reports

a. Dondero – Mr. Blais reported that the project is progressing well at Dondero School with the electrical and plumbing going in and the drywalls going up. Mr. DiBartolomeo stated that the drywall is being taped and sanded, the masonry work is completed, and that *The Scott Lawson Group* is taking up the floor tile. Mr. DiBartolomeo further indicated that the ceiling grid is back in place and the door frames are in place. Mr. Blais reassured the committee that the school would be ready for opening day. Mr. Torrey reviewed a proposal submitted by *The Scott Lawson Group* regarding the Dondero project. The proposal is to provide project design, contractor bidding, and abatement oversight for the removal of the asbestos-containing floor tile, cove base, and mastic at the Dondero School. Mr. Torrey would like to recommend the acceptance of their proposal at a cost not to exceed of \$6,200.00.

Motion: Co-Chair LaPage called for a motion to approve the proposal by *The Scott Lawson Group, Ltd.* to provide project design, contractor bidding, and abatement oversight for the removal of the asbestos-containing floor tile, cove base, and mastic at the Dondero School in an amount not to exceed \$6,200.00.

Mrs. Pantelakos moved, Mr. St. Laurent seconded. A roll call vote was taken. The motion was unanimously voted.

b. New Franklin – Mr. Blais stated that the New Franklin School project is on time and progressing quite well. Mr. DiBartolomeo stated that the ceiling grid work is up, cabinets are being painted and the sprinkler system is being installed in the school. The roof work should be completed by the end of July. Mr. Torrey stated that the School Board approved an amount up to \$100,000 for additional roofs, extended vinyl siding work, carpeting in the long hallway to create uniformity as well as the replacement of worn carpeting. Mr. Torrey stated that, although the school is supplementing this amount, he intends on submitting it to the State for reimbursement. Mr. St. Laurent questioned the potential for roof leakage at the point where the two roofs come together. Both Team Design and Hutter Construction reassured him that the roof is water tight. Mr. Blais stated that it was discovered that two roof trusses were missing and that rafters were used in place of the trusses. Mr. Blais further stated that a retrofit was made to reinforce that area of the roof as remedial work. Co-Chair LaPage questioned whether or not the paving would be completed before the start of school. Mr. Blais stated that after the City has completed installing the water line loop, then paving could be completed. Mr. Torrey stated that the City needs to extend the water line to Myrtle Street to complete the project. Co-Chair Grasso has asked Mr. Torrey to contact the City to check on the progress of the project so that the New Franklin paving project would not be delayed. Mr. LaPage informed the JBC that two areas of safety fencing would be installed by the State along the highway side. Co-Chair LaPage stated that this fence is scheduled to be installed sometime in August.

Co-Chair LaPage stated that, as a responsibility of the JBC, a walk-through should take place by the committee at the Dondero School and New Franklin School.

c. PHS – Mr. Bonney stated that Team Design is defining documents to go to bidders. Mr. Bonney distributed a list of alternates that would become part of the documents. A discussion took place regarding how the JBC wanted the alternates to be handled. It was decided that the original intent of the JBC was to ask for bids for the total package as well as with the alternates deleted. Mr. Iafolla stated that some alternates could be added back in to the design at a later date. Co-Chair LaPage stated that other funding resources could pay for some of the alternates. Mr. Torrey stated that alternates can be re-viewed at a later time and revisions can be made. Mr. Blais noted that with regards to the large group room, bids would be needed for (1) doing the shell only and (2) complete without seating. Mr. Blais stated that most items on the alternate list would only require a written description and not necessarily a design change.

Motion: Co-Chair LaPage called for a motion to allow Team Design to go out for a total bid package as well as seeking bids to include the alternate list. Mrs. Pantelakos moved, Mr. St. Laurent seconded. The motion was unanimously voted.

A discussion took place regarding the delays at the Community Field House. Mr. Blais stated that, due to the fact that there are more underground utilities than anticipated and that the pile drivers are five weeks behind schedule, the Community Field House would not be completed until early to mid-October. Mr. Gremlitz stated that trailers are going to be used as lockers with students leaving books and personal items in the school building and only bringing equipment and clothing to the trailers to avoid any losses. Co-Chair LaPage would like to look into using

the City Pool during this period as well. Mr. Gremlitz indicated that daily practices start on August 14, 2002. Mr. Blais indicated that the area between the existing bleachers and snack shack could be used for the trailers. Mr. Gremlitz further stated that no disruption is planned for the main locker rooms for six to eight weeks and could be used until that time. Mr. Torrey indicated that the school could work with Russ Wilson as well as getting a trailer or two as a temporary solution. Mr. Blais stated that once the major pipe work is installed then fencing to define the perimeters of the site would be installed. Mr. Blais anticipated that this fence installation would take place during mid-August. Mr. Blais stated that initially all pipe work was intended to be in place prior to the summer. Delays stated were the need to go around the maple trees in front of the school, the need to avoid the parking lot area, and the fact that the 1976 City map shows pipes that were never installed. Mr. Blais stated that valves have been added around the loop to isolate the water system. Mr. Bonney stated that the engineers at Team Design need to procedurally review the piping documents before Hutter Construction can continue. Mr. Bragg stated that as this water project improves the overall neighborhood costs involved with this water project could possibly be shared with the City.

#### 4. Other

Mr. Bragg stated that he has meet with Ms. Psula, Solid Waste/Recycling Foreman, for assistance with the design and placement of waste and recycling receptacles. Ms. Psula stated that her role is to help facilitate a means to decrease the amount of trash, increase recycling and promote conservation. Mr. Bragg stated that the dumpsters and toters would be relocated to an area behind the kitchen. He further stated that this area, approximately 24' x 40', would be fenced with gates, would be properly screened, and would have easy access for pick-up. Ms. Psula stated that by having the process streamlined, the janitors would be able to move and manage the waste more efficiently. Ms. Psula stated that she would also like to see an area for future composting on the plans. She further stated that she is very willing to assist the School Department with recycling and composting cost savings. Ms. Psula indicated that she is also working to make the cost of recycling cheaper for the entire City of Portsmouth. Mr. Psula stated that the City currently does not make recycling mandatory but that this would hopefully change in the near future.

#### 5. Financial

Mr. Torrey reviewed the financial reports for all three projects with the JBC.

Mr. Torrey submitted manifest #31 (NF) for approval in the amount of \$290,377.64. This manifest represents four payments to Team Design for reimbursable expenses per base contract of \$172.56; for a progress payment per base contract of \$3,024.00; for additional services – Gove Environmental Services of \$437.48; and for additional services – Appledore Engineering of \$4,761.00. A payment to Hutter Construction for a progress payment per base contract in the amount of \$281,982.60.

Motion: Co-chair LaPage called for a motion to approve manifest #31 in the amount of \$290,377.64. Co-Chair Grasso moved after properly vouched. Mr. St.Laurent seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey submitted manifest #32 (PHS) for approval in the amount of \$169,945.25. This manifest represents payment to Team Design for professional services per contract in the amount of \$164,988.75; and an invoice to *The Scott Lawson Group* for asbestos project management in the amount of \$4,956.50.

Motion: Co-chair LaPage called for a motion to approve manifest #32 in the amount of \$169,945.25. Mr. St. Laurent moved after properly vouched. Co-Chair Grasso seconded. A roll call vote was taken. The motion was unanimously voted.

Mr. Torrey submitted manifest #33 (DONDERO) for approval in the amount of \$8,711.47. This manifest represents payment to Team Design for professional services per contract in the amount of \$6,883.75; an invoice to RJC Electric for \$528.00; and an invoice to JS Heating Service for work on the heating system for \$1,299.72.

Motion: Co-chair LaPage called for a motion to approve manifest #33 in the amount of \$8,711.47. Mr. St. Laurent moved after properly vouched. Co-Chair Grasso 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, August 14, 2002 in the Little Harbour School Board Room at 7:30 a.m.

A walk through of the Dondero School will take place on Wednesday, August 21, 2002 at 7:00 a.m. A walk through of the New Franklin School will follow the Dondero School walk through.

7. Adjournment

Motion: Co-chair LaPage called for a motion that the meeting be adjourned. Co-Chair Grasso moved, Mr. St. Laurent seconded. The motion was unanimously voted. The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

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