

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: February 18, 2004

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the PHS Conference Room on February 18, 2004 at 7:30 a.m. Attending were: City Council members Co-Chair Grasso, City Councilors Laura Pantelakos and Thomas Ferrini; School Board members Co-Chair LaPage and Ann Walker; Robert Iafolla and School Business Administrator W. Peter Torrey. Absent: John Lyons.

Also attending were Bill DiBartolomeo, Clerk of the Works; Wes Bonney, Team Design; Wayne Blais, Hutter Construction; and Forrest Ransdell, PHS Principal.

1. Meeting Call to Order and Roll Call

Co-Chair LaPage called the meeting to order at 7:30 a.m.

Co-Chair Grasso introduced Thomas Ferrini to all members.

2. Approval of Minutes

Motion: Co-Chair LaPage called for a motion to approve the minutes from the meeting of January 21, 2004. Mr. Iafolla moved. Mrs. Walker seconded. The motion was passed, 5-0. Mr. Ferrini and Mrs. Pantelakos abstained.

Co-Chair LaPage notified the JBC of the change in the moving date into the new high school building. Even though an occupancy permit will be acquired by Friday, February 20, 2004, school administration felt that a two-week delay would allow Hutter to finish up the stairways, the library and the punch list of remaining items. The library would then be part of the move in two weeks. The student/faculty ribbon cutting will be rescheduled.

3. PHS – Project Status Report

Mr. DiBartolomeo reported that the new addition is rapidly being completed, the furniture is being delivered and set-up. The guidance area is being dry walled and mechanicals are being roughed-in. All life safety support systems function – fire alarm, elevator, telephone and intercom systems are all in operation. During the next two weeks the stairways will become 100% complete. Mr. DiBartolomeo further reported that the exterior lighting works and the flagpole has been installed. Mr. DiBartolomeo also stated that Friday, February 20, 2004, the connecting partition on the second floor, connecting the old from the new, would be broken down. Mr. DiBartolomeo reported that the water system has been chlorinated and that the water

is now drinkable, the heating system balancing needs to be fine-tuned, and after another washing, the window screens would be installed.

Co-Chair LaPage noted that Congressman Bradley and Dean Michener were very impressed with the PHS project and felt that the project was thought out very well. Mr. Michener is a statistical advisor with New Hampshire School Boards Association and measures the impact of projects within New Hampshire.

Mrs. Pantelakos praised Hutter Construction and Hussey Seating for the wonderful new auditorium. Co-Chair Grasso stated that PHS auditorium seating is featured in the Hussey brochure.

Mr. DiBartolomeo stated that Hutter has done an excellent job in keeping the project on course and that the quality of workmanship has been excellent. Mr. DiBartolomeo further stated that he could tell that the workers take great pride in their work.

Mr. Blais praised Moe Simard and Scott French from Hutter Construction for the diligence and hard work. Both have been on-site 100% of the time. Mr. Simard was praised for the cooperative relationship with the high school administration.

Mr. Iafolla stated praise for an excellent choice of architects. A discussion took place regarding the main entrance and the materials used to minimize the mass. All were in agreement that Team Design has done a superb job.

4. Old Business

Career-Tech Center Update – Mr. Bonney reported that the borings have been completed for the Tech Center one month ago and that a report on the borings should come out this week. Mr. Bonney stated that the School Board has given their approval on the preliminary footprint of the Tech Center. Mr. Iafolla stated that a thorough financial analysis regarding the School Building Aid versus the State-funding is needed to present to the School Board as part of a comprehensive package. This package should contain information on the engineering, the financial analysis, the cost of the project and an operating plan. Mr. Torrey stated that as soon as Team Design has developed the plans, Hutter would be able to come up with a budget for the project. Co-Chair LaPage stated that a work session between the School Board and the JBC would need to take place in April or May regarding the Career-Tech Center. It was decided by the JBC that this would be determined at the March JBC meeting.

Window Treatment Bid Results – Mr. Torrey stated that the window treatment bids for approximately 260 windows throughout the new addition were received on February 6, 2003. Mr. Torrey stated that he met with Team Design regarding the two low bidders. Kreative II of Gonic, NH came in at a low bid of \$34,865. Mr. Blais stated that he has worked with Kreative II before and had recommended that they submit a proposal. Mr. Torrey stated that he received a very favorable recommendation from Kreative II's most recent job at UNH. Mr. Torrey is requesting that the JBC allow him to proceed with the awarding of the window treatment bid. Mr. Torrey further stated that the FF & E budget is on target and the remaining balance is for high school administrative decision-making.

Motion: Co-Chair LaPage called for a motion to authorize Mr. Torrey to proceed with the window treatment bid and to accept the bid from Kreative II. Mrs.

Pantelakos moved. Mrs. Walker seconded. . A roll call vote was taken. The motion was unanimously voted.

5. Other – Mr. Ransdell explained that on March 15th, the high school would lose ninety-four parking spaces behind the construction fence on the backside of the cafeteria but would gain one hundred spaces in the front of the building. Mr. Griswold, Fire Department Chief has granted temporary permission to allow twenty-four spaces against the building. Mr. Ransdell further stated that the gymnasium would be under construction until the middle of October and that the fall athletic programs and PE would need to meet outdoors during this time.

Co-Chair LaPage would like a list of sub-contractors to send thank you letters from the co-chairs and Mr. Ransdell on behalf of the JBC upon project completion.

6. Financial
Mr. Torrey reported that the February financial report is on target and within the scope of the budget. Mr. Torrey further stated that between 60-65% of the budget has been spent or encumbered and that there are no areas of overage.

Motion: Co-Chair LaPage called for a motion to authorize the payment of Manifest #66 in the total amount of \$1,081,352.68 for the Portsmouth High School project. Mrs. Pantelakos moved after properly vouched. Mrs. Walker seconded. A roll call vote was taken. The motion was unanimously voted.

5. Next Meeting
The next meeting of the JBC has been scheduled for Wednesday, March 17, 2004 in the **conference room at PHS (new wing)** at 7:30 a.m.

6. Adjournment and School Tour
Motion: Co-Chair LaPage called for a motion that the meeting be adjourned and that a tour of the high school addition would follow for those JBC members that could stay. Mr. Iafolla moved, Co-Chair Grasso seconded. The motion was unanimously voted. The meeting was adjourned at 8:30 a.m.

Respectfully submitted,

W. Peter Torrey, Clerk for the Committee

WPT/vk