

TO: MEMBERS OF THE JOINT BUILDING COMMITTEE

Co-Chairs: Dexter Legg- School Board
Chris Dwyer-City Councilor
City Council Members: Jerry Hejtmanek, Eric Spear
School Board Members: Leslie Stevens, Lisa Sweet
Citizen Members: Ernie Carrier, MaryAnn List, Peter Middleton
Ex Officio: Stephen Bartlett, Business Administrator
Also: John Bohenko, City Manager
Ed McDonough, Superintendent
John Stokel, Middle School Principal

FROM: Stephen Bartlett, Clerk for the Committee

DATE: March 15, 2010

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the LHS Conference Room on March 10, 2010. Attending were School Board Members: Dexter Legg, Leslie Stevens, Lisa Sweet, City Council Members: Chris Dwyer, Jerry Hejtmanek, Citizen Members: Ernie Carrier, MaryAnn List, and Peter Middleton.

Also attending were: Stephen Bartlett, Business Administrator, Clerk for the Committee, City Manager John Bohenko, and Middle School Principal John Stokel.

Attending guests: Doug Roberts/JCJ, Chad Weathers/Gilbane , Doug Lejoie and Bob McAleer/Consultant Engineering Services (CES)

Meeting Call to Order

Ms. Dwyer called the regular meeting #9 of the JBC to order at 6:35pm

Roll Call

Mr. Bartlett took roll call.

MOTION:

Ms. Dwyer asked for a motion to accept the minutes of February 24, 1010 meeting.

Mr. Carrier made a motion to accept minutes as presented

Mr. Hejtmanek seconded the motion

The motion passed unanimously.

Public Comment:

None

Correspondence:

None

Old Business:

6a) Mr. Bartlett will meet with Mr. Murdough, JCJ/DeStefano, and the mechanical engineer next Wednesday for the checklist review. Mr. Bartlett has downloaded the Program Book Version 2 for NECHPS, which focuses on green procedures going forward for the school community as well as during construction. The school board initiates the policies and the JBC targets construction benchmarks. Mr. Bartlett will make the Program Book Version 2 available to the JBC via a document file.

6b) Mr. Bartlett listed the consultants on board from prior approvals as site survey, phase one environmental, and geo-tech. Mr. Roberts discussed the traffic consultant. He received revised proposals and recommends VHB Company. The fee is \$15,700 and the JCJ fee is \$2355 for a total cost of \$18,055. (\$18,055 includes both sites.) Mr. Bohenko asked about the increased scope. Mr. Legg noted that the difference in bids should be noted and as decisions are made that the portion related to the youth recreation facility be flagged.

MOTION:

Ms. Sweet made a motion to approve VHB as traffic consultant with a total cost of \$18,055 (which includes the JCJ mark up).

Ms. List seconded the motion

The motion passed unanimously.

6b) Mr. Roberts recommend Crab Tree and McGrath Company as the food service consultant, for a total cost of \$22,540. Ms. Dwyer mentioned concerns that have occurred at the high school regarding sustainability and that JBC needs to discuss these issues early on. JCJ will bring to the school board information on the cost of sustainability options. The JBC will bring options requiring policy decisions as recommendations to the school board.

MOTION:

Ms. Stevens made a motion to approve a total cost of \$22,540 for Crab Tree and McGrath as food service consultants.

Ms. Sweet seconded the motion

The motion passed unanimously.

6c) Ms. Dwyer summarized the meeting she attended with Mr. Bohenko, JCJ and city staff regarding phasing and temporary classrooms as they relate to the Youth Recreation Facility planning.

- The- JBC should request that City Council approve funding for the youth facility design cost.
- JCJ and Gilbane will, over the next 6 weeks, propose several phasing and temporary classroom options-utilizing various stages of the youth recreation facility construction so an April 28, 2010 phasing decision can be made.

- The options are:
 - School with no youth recreation facility (YRF)
 - School with site prep but no YRF.
 - School with shell of YRF.
 - School with temporary classrooms in the YRF.
 - School with full youth facility
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The JBC will seek bids for construction in September 2010, which would include alternate bids for some of the aforementioned options. Selection should take place in February 2011.

Mr. Roberts estimates the square footage of the youth recreation facility to be 9500 sq. ft. (7200 sq. ft. being the gym with bleachers)

An update was given on the Wentworth School site-

- Section 106 preliminary review is completed. State preliminary review and comments are still needed.
- Surveys are underway.
- Phase One environmental survey is underway

New Business

- a) Discussion on televising benchmark meetings- Mr. Bartlett indicated that the benchmark meeting dates would need to be adjusted. Another taping location may be necessary due to scheduling conflicts in council chambers. The JBC asked the communication sub-committee to take on this task for review/input.
- b) JCJ/DeStefano Architects presented the Schematic Design #5. Several JBC members expressed concern over the current design due to the historic neighborhood surroundings. Suggestions were made to have faculty and neighbors/abutters look at the plans, have actual photographs of other schools, which have a similar historic/modern design mix.

Mr. Lajoie from Consultant Engineer Services (CES) discussed mechanical and electrical system handouts. The new building will be energy efficient, but it was noted that utility bills might be higher in the new project because we are bringing an older building up to code. Mr. Lajoie requested copies of current utility bills. Discussion also took place about emergency power.

- c) Mr. Bartlett presented and discussed the Financial Reporting format. All members agreed that the format appears to provide the necessary level of detail needed by the JBC.
- d) Mr. Bartlett asked for approval of Manifest #3, which totals \$72,536.41. This manifest brings JCJ's schematic design up to 69% completion.

MOTION:

Mr. Legg asked for a motion to approve payment of Manifest #3 in the amount of \$72,536.41.

Ms. Stevens made this motion.

Ms. Sweet seconded the motion.

The motion passed unanimously.

Future Agenda Items:

- Discussion of the fields
- NECHPS
- Next meeting scheduled for March 24, 2010 at 6:30 pm at Little Harbor School Board Room.

Adjournment

Meeting adjourned at 9:10 pm.

Respectfully submitted,

Stephen Bartlett, Clerk for the Committee