

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 Member: Leslie Stevens, Ann Walker
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: August 25, 2010

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the LHS Conference Room on August 25, 2010. Attending were School Board Members: Leslie Stevens, Ann Walker, City Council Members: Chris Dwyer, Eric Spear, Jerry Hejtmanek, Citizen Members: Ernie Carrier, MaryAnn List, and Peter Middleton.

Also attending were: Stephen Bartlett, Business Administrator, Clerk for the Committee, Superintendent Edward McDonough, Clerk of the Works Dan Hartrey, and Middle School Principal John Stokel.

Attending guest speakers: Doug Roberts, Jim LaPosta, and Jeff Elliot.

Meeting Call to Order

Ms. Dwyer called the regular meeting #20 of the JBC to order at 6:36 pm.

Roll Call

Mr. Bartlett took roll call.

MOTION:

Ms. Dwyer asked for a motion to accept the minutes of August 11, 2010 meeting.

Ms. Stevens made a motion to accept the minutes as presented.

Ms. Walker seconded the motion.

The motion passed unanimously.

Public Comment:

None

Correspondence

Mr. Bartlett reported on the August 13, 2010 letter from NHDHR and the memo from City Manager Bohenko notifying the JBC of the vote by the City Council to authorize 45 permitted spaces in the Parrott Avenue lot.

Old Business

6a) Parrott Avenue Update- Mr. Roberts reported:

- The design and construction team would meet next week.
- Discussion will take place on cost drivers. Construction documents are on schedule with 80% package due on October 22, 2010 and 100% package due on November 12, 2010.
- Pre-TAC will meet Tuesday at 9:00 am.
- TAC will meet on Tuesday at 2:00 pm.
- Trees and Greenery will meet on Wednesday, September 8, 2010.
- Traffic and Safety will meet Thursday, September 9, 2010.
- Planning Board will meet Thursday, September 16, 2010.
- Lead presenters are: Lisa DeStefano, Gordon Lee/Landscape Architect (VHB), and Brian Anderson/Civil Engineer.

6b) PHS Turf Field Update- Mr. Weathers reported:

- Turf is placed and being anchored.
- Inlay lines are installed and D area have been paved.
- The infield sand/rubber mix, goal posts and pads are on-site.
- Mr. Weathers and Mr. Bartlett will set up the site-walk meeting.
- On September 10, 2010, prior to an evening game, a brief ribbon cutting ceremony will take place. Mr. Bartlett will coordinate the event with the appropriate staff.

6c) Granite Street Field Update- Mr. Roberts reported Ms. Walsh (VHB) received a call and EPA supports the NHDHR recommendation to remove the building.

- Mr. Bartlett quoted the following sentence from the August 13, 2010, NHDHR letter. "NHDHR supports the school district in the removal of the building as long as consultation continues to develop the MOA by early fall of 2010 when the public meeting can be adjourned."
- Ms. Walsh will contact DHR this Friday.
- Mr. Roberts received a letter from Chief Building Inspector Hopley. Mr. Roberts will respond by end-of-week.
- Mr. Weathers re-filed the asbestos abatement notification, due to the expiration of the original notification.
- Mr. Bartlett will coordinate the meeting to discuss the mitigation procedure and how it affects school curriculum. The mitigation meeting will take place before the end of September and will address both Granite Street and Parrott Avenue.
- Mr. Bartlett will request a written memo from Mr. Wilson regarding specific solutions to field use in the instance that the Granite Street Field cannot be completed on time.

7a) Parrott Avenue Playground Discussion-

- Demolition is included in the PMS project.
- Abutters have been invited to all meetings and forums.

7b) Review of Traffic and Parking Study-

Mr. Roberts discussed VHB's report on the Traffic Impact and Access Study, which included:

- A summary of the existing conditions on-site as well as the surrounding roadway network;
- A description of the proposed development program;
- A trip generation estimate for the expanded PMS;
- An evaluation of traffic impacts associated with the project; and
- A summary of study findings.

DPW Director Steve Parkinson has approved the report.

Mr. Roberts discussed VHB's report on the PMS Parking Study, which included:

- An inventory of the existing parking supply.
- A summary of the existing parking utilization rates within the study area.
- A parking demand estimate for the proposed Middle School project.
- A summary of study findings and recommendations.

7c) Review of Geotechnical Report- Mr. Roberts presented R.W. Gillespie and Associates report, which detailed the results of subsurface explorations, laboratory testing, engineering evaluations, and provides geotechnical design recommendations. Clerk of the Works Hartrey has asked Mr. Nickerson for a proposal for oversight of the foundation work.

7d) Design Charette Presentation of Exterior Materials and Site Lighting- Mr. Elliot handed out and discussed the site plan, which includes:

- Landscape Notes
- Tree Protection Notes
- Exterior Lighting Plan
- Also discussed were exterior building and roofing materials.

8) Consideration and Approval of Manifest- Mr. Bartlett presented a manifest in the amount of \$377,111.00 for PHS turf field.

MOTION:

Mr. Carrier made a motion to approve the manifest in the amount of \$377,111.00.

Mr. Spear seconded the motion.

The motion was unanimously passed.

Mr. Bartlett also handed out an update of the Unaudited Draft Financial Report with requested changes. If anyone has any questions they may email Mr. Bartlett. Ms. Dwyer suggested that JBC members could possibly receive this report prior to the meeting or possibly in their packets.

9) Future Agenda Items:

- Planning of historic impact mitigation meeting.
- Revised schedule from Mr. Weathers.
- Results of design development estimates.
- Next meeting will be September 8, 2010 at 6:30 pm at Little Harbour Conference Room.

Meeting adjourned at 9:00 pm

Respectfully submitted,

Stephen Bartlett, Clerk for the Committee