

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, 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
Dan Hartrey, Clerk-of-the-Works

FROM: Stephen Bartlett, Clerk for the Committee

DATE: September 8, 2010

RE: Joint Building Committee Meeting Minutes

The Joint Building Committee held a meeting at the LHS Conference Room on September 8, 2010. Attending were School Board Members: Dexter Legg, Leslie Stevens, Ann Walker, City Council Members: Eric Spear, Jerry Hejtmanek, Citizen Members: Ernie Carrier, MaryAnn List

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

Meeting Call to Order

Mr. Legg called the regular meeting #21 of the JBC to order at 6:30 pm.

Roll Call

Mr. Bartlett took roll call.

Ms. Czarnecki (JCJ) presented information regarding the three remaining color scheme samples. Mr. Legg suggested removing scheme C-2. All agreed, thus leaving scheme A and C-1. Scheme A was chosen by a hand count, 5 to 2.

MOTION:

Mr. Spear made a motion to accept minutes as presented for August 25, 2010.

Ms. Walker seconded the motion.

The motion passed unanimously.

Public Comment:

None

Correspondence

Mr. Bartlett reported on pieces of two correspondences.

- 1) A letter from Mr. Taintor, Planning Director and Chairperson of the Technical Advisory Committee, regarding Site Plan Review Application for Property Located at 155 Parrott Avenue. The Committee voted to recommend approval with stipulations:
 - a. Submit revised site plans to be viewed by DPW.
 - b. Submit revised parking layout of on-site spaces, thereby minimizing the number of spaces required elsewhere.
 - c. Removal of light fixture adjacent to Mr. Morgan's property.
 - d. Consult with Underwood Associates regarding drainage plans.
- 2) A letter from Ms. Woodland, Assistant City Attorney, reporting that JBC has the authority to proceed with the demolition of the Wentworth School.

Old Business

Parrott Avenue Update- Mr. Roberts reported:

- The second Trees/Greenery meeting took place and approved the removal of the Norway maple trees, which will be replaced with another maple species.
- Traffic/Safety meeting will be Thursday, September 9, 2010.
- Planning Board meeting will be Thursday, September 16, 2010.
- VHB has been working with DPW and city staff regarding drainage.
- VHB should receive comments from Underwood Associates by Thursday, September 9, 2010.
- An abutter requests the removal of a neighbor's light pole located on City property. Mr. Hartrey will contact the owner of the light pole and will report back to JBC with information.
- A meeting with Gilbane, JCJ, and consultants took place to review the design development documents for scope. A follow-up meeting is scheduled for next Thursday.
- An archeological dig took place. Four out of the sixteen holes were dug and non-historical artifacts were found. DHR still needs to respond with recommendations to complete exploration, as the holes need to be deeper than can safely be dug using the current methodology.

PHS Turf Field Update- Mr. Roberts reported:

- Gilbane has a short punch list (completion items-to-date). The field has been turned over to the School Department.

Mr. Legg thanked City Staff, Gilbane and JCJ for completing the field on time and under budget.

Granite Street Field Update- Mr. Weathers reported:

- Abatement activities started today, September 8, 2010.
- Flashing is being removed.
- Paperwork for Notice-of-Intent will be ready by Monday, September 13, 2010.
- Within the next two weeks building removal will start.

New Business

Artspeak Update- Ms. Stevens reported that she, Mr. Bartlett, Mr. Stokel, Mr. Michaud, Mr. McHenry, Ms. James, Mr. LaPosta, Mr. Roberts and Mr. Elliot met and discussed possible areas for art, none of which would impact the infrastructure.

Mr. Roberts described the water fountains in the existing 1930 portion of the building and how they are inlaid on mosaic glazed tile. This could be replicated in the new building and could possibly be a part of the art program.

The same group will oversee the RFP process. Mr. Bartlett reported that he has a sample RFP for guideline purposes.

Mr. Legg suggested that a sub-group be formalized, and might include a City Council representative. This group should submit a proposal to JBC about selection/decision process. Mr. Bartlett will convene another meeting of this group.

Gilbane Schedule Revision- Mr. Weathers will distribute an updated schedule to co-chairs before the next meeting and to JBC members at the next meeting.

Turf Field Opening Ceremony- Mr. Bartlett handed out flyers to those who may not have received them via email. He went over the agenda for the ribbon cutting ceremony scheduled for Friday, September 10, 2010 at 6:50 pm.

Consideration and Approval of Manifest- Mr. Bartlett presented the manifest in the total of \$859,889.66 for:

- JCJ August billing of \$287,442.16
MOTION: Mr. Spear made a motion to approve \$287,442.16.
Ms. Stevens seconded the motion.
The motion passed unanimously.
- Gilbane billing of \$572,411.00
MOTION: Ms. Walker made a motion to approve \$572,411.00
Ms. Stevens seconded the motion.
The motion passed unanimously.
- August mileage for Clerk of the Works for \$36.50
MOTION: Mr. Carrier made a motion to approve \$36.50
Ms. Walker seconded the motion.
The motion passed unanimously.

Mr. Legg requested that the Draft Financial Report become a specific agenda item.

Mr. Stokel handed out a picture of original light fixtures of 1932. JBC members were interested in obtaining cost information from JCJ on this light fixture design. Mr. Roberts will look into this.

Future Agenda Items:

- Next meeting scheduled for September 22, 2010 at LHS Conference Room at 6:30 pm.
- Revised Gilbane schedule.
- GMP #2.
- VM DDS estimate
- JCJ will obtain/present other alternate lighting for the student commons area.

Adjournment

Meeting was adjourned at 8:05 PM.

Respectfully submitted,

Stephen Bartlett, Clerk for the Committee