

The meeting was called to order by Ms. Wedge, at 6:10 PM, and the following members were present:

Ms. Sylvia Wedge, Chair                      Mrs. Terri Cortvriend, Clerk                      Mrs. Marge Levesque  
Mr. Richard Carpender, V. Chair                      Mr. Douglas Wilkey

Also Present: Dr. Lusi, Asst. Supt. Jermain, Patti Cofield

Absent: Mr. Michael Buddemeyer, Mr. Jamie Heaney, Miss Marissa Mello

1. **CHAIRMAN'S REPORT**: No report.
2. **SUPERINTENDENT'S REPORT**: Dr. Lusi announced that the student assessment results came out, and Portsmouth continues to outperform the state. Regarding group home funding, we are in the negative with the Governor's budget by \$50,000 for this year and \$450,000 for next year; however, the Governor said it was not his intent. Our legislative delegation has communicated their support for our receiving the funding, which is \$15,000 per bed.
3. **SCHOOL COMMITTEE WORKSHOP ON PHS GYMNASIUM**

Present: John Brooks, Advanced Building Concepts; Luis Torrado, L.A. Torrado Architects; Lee Warwick, Mechanical Engineer; Jeff Lipshires, Tom Willett, Byron Hall, GCOC Advisors; two representatives from Edwards and Kelcey.

Much discussion took place regarding the heating concerns, potential causes, and ways to address any problems. John Brooks of Advanced Building Concepts committed to hiring an outside company to perform the testing and balancing per the project specifications. The temperature set points will be set to 65 degrees during the day and 55 degrees at night.

The second topic discussed was the need to move the sewer line due to its proximity to the water main. The line has to be relocated, and the School Department has been given about two weeks to complete it. Tom Willett stated that we are going to have to do that, but we don't feel we are responsible financially for the situation. Luis Torrado said we need let Edwards and Kelcey go back and talk to their head engineer, and then they'll respond to the School Department. Tom Willett said we need to know by tomorrow. John Brooks said it will take at least two weeks to get DEM approval on this. Tom Willett said if we could get a letter from Edwards and Kelcey on how we will proceed, we could provide that to the Water Department.

A discussed ensued regarding water in the utility room where the back flow preventer is. Mrs. Cortvriend asked if it is in the specs as to what size pipe is supposed to come from the

main to the meter. Edwards and Kelcey didn't know. Luis Torrado said this was changed along the way. Mrs. Cortvriend stated that the Water Department said that from the main to the meter has to be a threaded connection, and right now it's a soldered connection; and we have been told we need to change that. Edwards and Kelcey will relay this information to their engineer tomorrow and then respond.

The next topic of discussion regarded the handicap showers. Luis Torrado said it is his issue. Edwards and Kelcey will look into what was specified and what was installed. Mrs. Cortvriend stated that there's no drain in any proximity outside of the handicap shower, and water is running ten to twelve feet out of the shower and down the hall. Tom Willett said we need to investigate whether the showers are working the way they should be and if there is supposed to be a drain outside of the shower. Edwards and Kelcey said they will look into it.

Edwards and Kelcey were excused from the meeting at 7:20 PM.

The Punchlist items were addressed next.

Leaking Skylights: Luke explained that the skylights were worked on. Tom Willett said we are hoping that the 25 year warranty applies to the skylights. Jay Edwards said we have the manuals and warranties at the Administration Building. Luis Torrado will check into whether the windows should be part of the roofing system. Jay Edwards will check on the insulation around the windows later in February.

There should be clips for the ceiling tiles in the vestibule.

Caulking: Jay Edwards said to leave it alone. They wanted to leave the joints open because when the building opens and closes, the caulking moves and will come out. If they re-caulk it, it will only be pushed out. Caulking needs to be redone in the vestibule.

Access hatch to water: It's actually a junction box for the fire alarm system. It's not a door.

Tamper-proof set screws: The rest of them need to be cut off.

Damage to strapping under sink: Jay Edwards said he couldn't find it. John Souza said the baseboard tile has a 1 ½" depression, and the cold base is damaged.

Paint drips: They have been addressed.

Paint specs: This is done.

Outlets: They're white plastic. Stainless steel wasn't asked for. Tom Willett said in some places, they're stainless; in other places, they're white plastic. They are mixed in the Coaches' offices.

Men's Public – VCT around urinal: Jay Edwards said he thought it was done. He will get the guy back down here.

Mezzanine: There is strapping damage on the doors. Jay Edwards said it has been corrected.

New electric receptacles: They have been replaced.

Double set of doors too loose: Jay Edwards will have a guy come out and look at them.

Custodian room: Right hand door warped. Jay Edwards said they both function. Tom Willett said the pins don't fit the holes in the floor. Jay Edwards said he will have someone look into them.

Plywood: Jay Edwards said it is fire-rated plywood. It isn't pretty, but it's correct. Luis Torrado said they hate to use it, and only use it when they absolutely have to.

Storage - Strike box in left hand door: There is a hole where paper could be put into the door.

Missing hardware on bottom flush bolt and top striker: Jay Edwards will have someone address it.

Utility: The top of the door does not align.

Chain link fence: They will handle.

Insulation on valves: Mrs. Cortvriend stated that Jeff Hatcher said we shouldn't be able to see any insulation, but it is exposed on the side edge. It needs a sealant.

Mondo issues: The Committee was told that the Mondo guy met with Dave Croston and gave him a letter. They supposedly had the guy come here, and he will guarantee the floor. Mrs. Cortvriend said she and Dave Croston met with the guy who installed the floor, but she hasn't seen a letter. Tom Willett said we need assurance that the letter is from Mondo.

Fire code issue – east side door doesn't fully open because the asphalt has risen: Mrs. Cortvriend said it was discovered last night. Luis Torrado said this is a really critical issue, and his drawings called for crushed stone two feet down. He said he wouldn't even use this space without fixing it. John Brooks said maybe they could run a compactor over it to push it down tomorrow. Jay Edwards said for a temporary fix, we could pull the weather stripping off in addition to compacting the asphalt. This will be done tomorrow.

Along the west wall, John Souza said some type of baseboard should be put in because it was cut irregularly. John Brooks said they knew about that.

Vision kits: John Brooks disagrees that they should do it. Luis Torrado disagrees with him. He said they agreed to do vision kits, and they were flexible allowing them to install them only on the north side, but he feels we need them everywhere. Jay Edwards said he submitted a schedule of when they would be installed. Jay Edwards went through all the minutes and found nothing. All he has is the approved shop drawings, and there's nothing about vision kits. Luis Torrado said at that time, they were shown the drawings of where the vision kits should be installed on the exterior doors.

Resolve the plate problem above the seats.

Floor at Seat 18: Mrs. Cortvriend said there is a crease in the floor, a seam, about 6 feet out from the bleachers. Jay Edwards said it would be addressed along with the Mondo issue.

Sprinter lanes: Jay Edwards said the sprinter lanes and dashed lines were not accepted. They were an additional \$13,000. Luis Torrado said it was a misunderstanding. They asked to remove the dashed lines, not the sprint lines. Tom Willett said we did not pay for them. Mrs. Cortvriend said this isn't an issue at this time.

Adjust doors: Jay Edwards said these doors are in as specified, double doors on west end. He is looking for a plate that covers the hole.

Expansion joint on west wall: Done.

Mortar snots on south wall: Jay Edwards will have it addressed.

ADA bleachers: Jay Edwards said that's how they come. John Souza asked if there is a tarp or something that could be hung to prevent people from walking under the bleachers when they are extended. John Brooks will look into it.

HVAC taping through: Will be addressed during February vacation.

Mezzanine: Seismic restraint of scoreboard: Edwards and Kelcey will look into the specs.

Tape joints: Jay Edwards said they will work on that in February.

Trim on snots above door: Mrs. Cortvriend thought she had this checked off.

Bench: Jay Edwards said the supplier has the bench and is supposed to drop it off. He will take the rough edge off of it. He will get the bench issue resolved during February vacation. John Brooks asked for a schedule of when the gym will be used.

Need weather stripping – rain guard: Exterior fiberglass door in the Girls Locker Room. Jay Edwards said all the weather stripping that came with the doors is in place. Luis Torrado will look into it.

Fins: What are they? Are they supports? Dr. Lusi said they are the square things around the ducts, like a flange. Jeff Lipshires said it's the penetrations through the masonry wall, and they're not sealed well.

Caulking piping above: Jay Edwards said it was taken care of.

Details at holes at joists should be similar: Jeff Lipshires said where the trusses go through the mortar, there are some interesting cut patterns that look like they came off the map of Italy in the Girls locker room. Luis Torrado asked how you fix that now. Jeff said we're asking him that. He doesn't know if you can do anything now, but there should've been a little more care here during the cutting. Jay Edwards said there's nothing you can do there.

Paint air-handling rear side towards the high school, east side: Jay Edwards said the painter spent three days in the Girls' locker room.

Pipe support: Jay Edwards said they worked on it.

Soft caulking needed: Mrs. Cortvriend said where the curve is, it's cracked and needs soft caulking from the floor to the wall. It's also needed in the handicap shower and second shower along the top on the right-hand side.

Duct not painted at top: John Souza said the duct top is definitely not painted in the Girls' locker room.

Slab cracked: Jay Edwards said they cannot address a hairline crack. Mrs. Cortvriend said we want to be able to go back at the end of it and address them at that time. Jay Edwards said he put a tickler on it for a year out to come back and look at it.

Painting issues: Jay Edwards said they will take care of.

Joist tags – paint touch up: Jay Edwards said he always leaves them on.

Lockers: Jay Edwards said the guy knows what needs to be done. It's just a matter of getting in here to do it. He's from New Hampshire.

Women's Coaches' shower: There's a big crack on both sides of the wall: Jay Edwards said he never saw it, but he will look into it.

Men's Coaches' Room - Conduit: Jay Edwards said this was done after the block walls were already in place. We did say we were going to have to do it exposed. In the drawings, the thermostats are not shown.

Threshold: Jay Edwards said he will have the guy look into it.

Warranty issues - Light fixtures: Mrs. Cortvriend said two light fixtures in the Boys' bathroom are not working. Jay Edwards will call the electrician.

HVAC 2 and Back flow valve extended warranty: Dr. Lusi said we need to shut off the water so that they can replace the back flow valve. Jay Edwards said there is a small leak in the diaphragm. Mrs. Cortvriend said it was recommended to us that we need a strainer to prevent the valve from failing in the future. Jay Edwards said it's not in the spec. Dr. Lusi said we own it. Jeff Lipshires said if it's not required by the Water Company, but we're shutting down the water to replace the valve, let's install a strainer.

HVAC2: Jay Edwards said the shaft was blown on that. It was fixed at no cost to the School Department under warranty. Mrs. Cortvriend asked Dr. Lusi how she felt about extending the warranty. Jay Edwards said the warranty period starts on the date of substantial completion. Luis Torrado said he would like to get Edwards and Kelcey's opinion on this because he doesn't know if this would be identified by the testing and balancing.

Floor drain: Mrs. Cortvriend said the repair to it is failing. There are a lot of cracks in the Girls' handicap toilet stall and circular fracture lines in the concrete floor.

End of punchlist.

Mrs. Cortvriend asked about the as-built drawings. Jay Edwards said he has them, and they're the only things he hasn't turned over to date.

Mrs. Cortvriend said the Committee wants to have the envelope certificate. Luis Torrado will take care of that.

Tom Willett asked about the stairway at the entrance of the Mezzanine area. In the vestibule, there's going to be a stairway going up to the vestibule. Someone said there will be a problem with a sprinkler line, and someone else said there's a problem with a door into the restroom. Luis Torrado said in the Phase 2 documents, they are showing a stairway. Mr. Wilkey said at the head of the stairs, you run into the sprinkler system. Luis Torrado said he'll have to look into it. John Brooks said there are items that need to be moved. Tom Willett asked Luis Torrado to look at it so we don't have problems down the road. Luis Torrado said that everything that has been done is documented.

Tom Willett said in the end, this project came off great. There's always a punchlist. He appreciated the design and all the work Luis Torrado put into this. We put a lot of gym together with a short budget. Advanced Building Concepts did a good job, too. Luis Torrado said it was a good idea to get us all together to work through this.

Mrs. Cortvriend turned the meeting back over to Ms. Wedge.

4. **BUSINESS AGENDA**

- a) **PHS Gymnasium Progress Payment Approval.** The Superintendent recommends adoption of the following resolution, "that the Committee approves the progress payment of Invoice #05-095-00013 from Advanced Building Concepts in the amount of \$30,010.86."

Mr. Wilkey echoed Tom Willett's comments about the gymnasium project, but right now, he's uncomfortable approving this payment until some of these items are taken care of and until he knows where this stands. John Brooks said two payments are due, and it was agreed to hold \$6,000 to complete these incidental items. He said if both requisitions were paid, the School Department would still be holding \$6,000. Jay Edwards wants to pay the subcontractor who did the signage (\$13,000). Mrs. Cortvriend asked John Brooks how soon the punchlist items would be addressed. John Brooks said February.

Mr. Carpender said we could amend the motion to approve the progress payment for \$13,000, contingent upon the architect's signature.

Mr. Carpender made a motion to approve the progress payment in the amount of \$13,000 for exterior signage, contingent upon the architect's signature and the correction of the fire door issue first thing tomorrow morning. Seconded by Mrs. Cortvriend. So voted 5-0.

A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to adjourn the meeting. So voted 5-0. The meeting adjourned at 8:50 PM.

Respectfully submitted,

Patti Cofield  
Recording Secretary for

Terri Cortvriend, Clerk