

**MINUTES ~ August 15, 2007**

Ponaganset High School Library

**1. Call to Order**

Mr. Gregory Laramie, Chair of the Foster Gloucester Regional Building Committee, called the meeting of the Foster Gloucester Regional Building Committee to order at 6:00 PM in the Ponaganset High School Library.

**2. Roll Call**

Mrs. Kecia Pierce called the roll. In attendance were Mr. Gregory Laramie of Gloucester, Mr. Bill Abt of Foster, Mr. Raymond Fogarty of Gloucester, Mr. Warren Ducharme of Foster and Mrs. Julie Capobianco of Foster. Mr. George Jacques joined the meeting at 6:20PM and Mrs. Kelly Hunter joined the meeting at 8:00PM. Mr. Dennis Chretien of Foster was absent.

**3. Executive Session**

Mr. Fogarty moved and Mr. Ducharme seconded to convene to Executive Session in accordance with RI General Laws 42-46-5(a) (2) Potential Litigation. So voted, 5-0.

Mr. Laramie asked the district's attorney, Mr. Gregory Piccirilli and Superintendent Dr. Mario Cirillo to stay for the executive session.

**4. Reconvene to Open Session**

Mr. Laramie reconvened the meeting to open session at 7:15PM.

Mr. Laramie reported that the committee had convened into executive session under RI General Law 42-46-5 (a) (2) to discuss potential legal matters regarding the middle school construction and legal correspondence from the town council. Mr. Laramie reported that there were no votes taken in executive session other than the vote to reconvene to open session.

**5. Approval Start-up/1<sup>st</sup> year service agreement Middle School Septic System**

Mr. Laramie reported that he has received bids for the start up and maintenance service of the middle school septic system as required by DEM. Mr. Laramie recommended that the committee enter into an agreement with American Water of Applied Water Management Inc. as they were the low bidder for these services with a fee of \$16,704 with the first year of expense being a building committee expense as it includes the start up and operations. Mr. Fogarty moved and Mr. Jacques seconded to accept the chairman's recommendation to enter into an agreement with American Water of Applied Water Management Inc. for maintenance of the septic system. So voted, 6-0.

Mr. Laramie reported that the septic system is operational and they are waiting for the certificate of conformance from DEM.

**6. Approval of New Expansion Tank High School heating plant**

Mr. Laramie informed the committee that during the regular maintenance of the high school system, Mr. Joe McGovern reported that the expansion tank has failed. Given that this equipment was slated to be replaced next summer, Mr. Laramie asked the architects and engineers for the heating system to recommend a plan of action. The recommendation is to install one of the two expansion tanks that would be part of the new system rather than install a temporary tank that would then have to be thrown away. Mr. Ducharme moved and Mr. Abt seconded to install the new expansion tank in lieu of repair and maintenance in accordance with the recommendations by the architects and engineers. So voted, 6-0.

## **7. High School Project Update**

In response to a question from Mr. Laramie, Mr. Grzyb reported that the construction fences will be up before school begins.

Mr. Tim Alix reported that he has been working with Mr. Grzyb on the phasing plan and they have a good understanding of the logistics and site access issues though the dates may shift a bit once the bids come in.

Mr. Grzyb reported that they have been discussing the potential site disruption with the new sewer line from the North building and the issue of the buses during that period of time where the North section is closed. Mr. Alix, Mr. Grzyb and Mr. Dennis Kafalas have been discussing the bus routes and presented the committee with two options, one being that the buses stack around the circle and down the access road. During afternoon pick up, parents would not be able to access that area until after the buses leave. The second option presented would be to stack the buses around the ring road and around the side of the building however, it was noted that the buses may have a difficult time making the turn around the side of the building. The committee agreed that the first option is preferable from a bus driver's perspective and Mr. Alix, Mr. Grzyb and Mr. Kafalas will continue working on this issue. Ultimately it is the administration's decision along with the bus companies how to handle the dismissal of school.

Mr. McGovern clarified that all construction vehicles will enter from the old middle school entrance and go directly to the construction area, and they will not use the main entrance.

Mr. Grzyb reported that the project has gone out to bid with the bids originally due on August 21<sup>st</sup>, however, addendum 1 will go out tomorrow to extend the due dates to September 6<sup>th</sup>. The reason for the delay is that the drawings for the Superintendent's Office and the biomass building are complete and need to go to the bidders as well as the fact that there have been a lot of RFIs and clarifications that H.V. Collins needs to respond to. Mr. Laramie reminded the committee that the Superintendents Office is being put out as a bid alternate which will be done if the funds are available. Mr. Grzyb reported that the interest in the project has been good and there should be some competitive bidding.

Mr. Fogarty noted his concern with the delays in the timeline and the final date reminding everyone that the project must be substantially complete by June 09 for reimbursement purposes.

Mr. Alix reported that the asbestos abatement is complete in the two main corridors and they will start on some exterior panels on the building tomorrow. There is also an area above the kitchen and locker rooms which need to be done. Mr. Alix informed the committee that if the area above the kitchen is too large and requires ceiling demolition, that portion of the abatement will be delayed until the construction in that area takes place. The anticipated date for abatement completion is August 24<sup>th</sup>.

Mr. Laramie reported that he received a letter from the School Committee asking for information on what would be involved in terms of a security system. Mr. Laramie reported that the security measures and cameras would be part of the IT package and at a minimum the wiring would be put in now for future equipment purposes as was done at the Middle School. Mr. Kafalas reported that he is concerned with the connector corridor and the surrounding stairwells, he feels that will be a hard area to monitor. Mr. Kafalas and Dr. Cirllio will work on what is needed in terms of security systems and Mr. Ziemba will look into the pricing.

Mr. Grzyb reported that the critical item is to relocate the utility pole near the connector with the Christmas vacation being the targeted timeframe. The building will need to be shut down for a maximum of three days

Mr. Laramie reported that he received approval from DEM for the underground storage tank modification for the high school.

Mr. Jacques reported that the seating for the gymnasium will change from the portable seating as originally requested to permanent system as the portable seating is not as functional as originally thought.

## **8. Middle School Project Update**

Mr. Laramie reported that the focus has been on going over the punch lists and working towards obtaining the certificate of occupancy. Mr. Laramie noted that everyone has done a great job on this project keeping it on schedule and completing it in 13 ½ months. As a comparison, Mr. Laramie reference a building project at Cumberland High School, which was slated to be finished in September and they are still hanging drywall.

Mr. Grzyb reported that they have had a couple of meetings with the inspectors and will have a follow up meeting on Monday for the contractors to provide updates on the certificate of occupancy milestones. Mr. Grzyb reported the progress as follows: finishing up the punch list on the interior items; furniture is being moved into the classroom and admin area; the main lobby needs to be cleaned up for the final waxing which is scheduled for next Wednesday; the final cleaning of the kitchen took place today and the DOH final inspection will be next week; corrective grading work is being done to get ready for re-hydro seeding at the retention pond, areas around the school, and water and oil tanks; the well house is now operational; the ISDS system is operational and waiting for final testing from DEM; the fire department has required some additional striping in the parking lot which will be done this Sunday; the elevator certificate was received as well as the boiler certificate; the HVAC system is set up and has been tested.

Mr. Mark Humphrys reported that the punch list is done except for four rooms on the lower level which the subs are working on completing. Mr. Laramie reminded Mr. Humphrys to prioritize the punch list, finishing the items required for the certificate of occupancy before other items. Mr. Humphrys reported that punch list items which have been completed are now being reviewed again to confirm completion.

Mr. Laramie noted that there are a few site issues which need attention including correcting the plaza area in the back of the building where the curbing was not done properly and there are some drainage issues on the site which need to be addressed.

Mr. Humphrys reported that he met with Mr. Ray Goff on the revised landscaping noting that the landscaping was changed from the original plans to deal with the realities of the design, the intent and quality were not sacrificed. Mr. Humphrys noted that Mr. Goff does not feel that the landscaping changes will be an issue.

Mr. Laramie reported that the Orchard grant has been received which means there will be 80-100 dwarf apple trees planted.

Mr. Laramie reported that there are two big items which are needed for the certificate of occupancy. The first item is the conformance certificate from DEM for the BioClear system. Mr. Humphrys informed the committee that DEM requires the following: the certification from Aquapoint that the system is functioning properly, proper grading near the leach field which Crossman Engineers has signed off on and the operations and maintenance agreement as voted on earlier. Crossman Engineers has filed the application for the conformance certificate along with the required documents. Mr. Humphrys reported that the engineers do not feel that this will be a lengthy approval process as DEM will rely on the information that Crossman has already signed off on.

The second item relates to the DOH and the water storage issue. Mr. Humphrys reported that documentation has been submitted to the DOH regarding the operations and maintenance manuals, assurance of financial obligations, license application and license operator information. Another requirement is the conformance inspection for the operation of the system which was conducted today. Mr. Humphrys reported that the inspector was satisfied and will issue his report. Mr. Humphrys informed the committee that one of the water tests on well number four came back with a bacterial hit. The wells have been disinfected and shocked and will be flushed out tomorrow then new bacterial tests will be conducted. Mr. John Aharonian said that he does not see this as issue and noted that all previous water tests came back fine. This bacteria could be due to the fact that DOH had requested a 5 day water test which could have produced the bacteria from agitating the well or from the equipment used.

Mr. Grzyb reported that there is an additional zoning requirement which needs to be met. The oil tank needs to be tied to a 24 hour monitoring service. Mr. Grzyb is working with Sonitrol and the tank manufacturer to get this done. Once this is complete he will provide the building inspector with the necessary documentation.

Mr. Laramie reminded Mr. Grzyb that the fire alarm system also needs to be programmed with room numbers.

Mr. Jacques reminded Mr. Humphrys that the glazing needs to be done on the gymnasium windows and asked for pricing on the shot clock. An estimate of \$2,000 for the shot clock was given.

Mr. Grzyb informed the committee that they received the bids for the signage and window treatments. The low bidder for signage came in at \$10K with a budget of \$20K and the low bid for window treatments was \$22,784 versus the budget of \$22,500.

Mr. Grzyb reported that he will work on updating the budget this month and will provide Mr. Abt with the change order log by next Wednesday.

Mr. Laramie reported that the move took place on August 6<sup>th</sup> and 7<sup>th</sup> with the movers being aggressive and getting their work done. Mr. Laramie informed the committee that the movers reported that they had spent extra hours waiting around for directions on where to put things and that access to the building was tough because of the asbestos abatement. Because of these issues, the movers are requesting an additional \$2,500 in compensation. Even with this additional amount added to the original price, this is still the lowest bid. Mr. Fogarty moved and Mrs. Capobianco seconded to approve the additional expenditure of \$2,500 to Crum Van Lines for the move process. So voted, 7-0.

Mr. Fogarty reported that Mr. Steve Donohue from Apple Valley Tree donated his time and equipment to cut down fifteen loads of brush on a holiday. Mr. Fogarty suggested that the committee acknowledge and thank Mr. Donohue for his donated time and services.

Mr. Laramie noted that throughout the history of the project a lot of volunteers have made the project successful.

Mr. Laramie reported that the committee is planning a pre-opening walk through for officials from both towns on Saturday, August 25<sup>th</sup> at 8:30 AM. A public opening will be held on Saturday September 15<sup>th</sup>. Mrs. Capobianco volunteered to help plan the public opening event.

Mr. Fogarty reported that the Ponganset Foundation has been established and a fundraiser will be held to launch the Foundation.

#### **9. Business Manger's Report**

Mr. Winsor provided the committee with the treasurer's report detailing spending to date of \$25.3M. The report also showed a balance of \$589,964.82 in the checking account and \$9,932,276 in the money market account. Mr. Winsor reported that he has added a page to the report detailing the \$26M bond issue which has a balance of \$7.6M. Mr. Laramie asked that Mr. Winsor show details of how the bond premium offsets against the expenses.

Mr. Winsor informed the committee that he cannot devote the time necessary to this project and he will pass on much of the duties to the new Treasurer once one is appointed.

Mr. Ducharme moved and Mr. Fogarty seconded to accept the treasurer's report as presented. So voted, 7-0.

#### **10. Approval of Minutes**

Mr. Jacques moved and Mrs. Capobianco seconded that the minutes of the July 10, 2007 meeting be accepted as presented. So voted, 6-0-1 with Mrs. Hunter abstaining.

#### **11. Adjournment**

Mrs. Hunter moved and Mr. Jacques seconded that the meeting be adjourned at 9:10 PM. So voted, 7-0.

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, September 11, 2007