

MINUTES ~ September 11, 2007

Ponaganset Middle School-Room 150

1. Call to Order

Mr. Gregory Laramie, Chair of the Foster Glocester Regional Building Committee, called the meeting of the Foster Glocester Regional Building Committee to order at 6:00 PM in the Ponaganset Middle School, Room 150.

2. Roll Call

Mrs. Kecia Pierce called the roll. In attendance were Mr. Gregory Laramie of Glocester, Mr. Bill Abt of Foster, Mr. Warren Ducharme of Foster, Mrs. Julie Capobianco of Foster, Mr. George Jacques of Glocester and Mrs. Kelly Hunter of Glocester. Mr. Raymond Fogarty of Glocester joined the meeting at 6:10 PM as he was in another meeting. Mr. Dennis Chretien of Foster was absent as he was out of town.

3. Executive Session

Mr. Ducharme moved and Mrs. Capobianco seconded to convene to Executive Session in accordance with RI General Laws 42-46-5(a) (2) Potential Litigation. So voted, 6-0.

Mr. Laramie asked Mrs. I. Lorraine O'Connors to stay for the executive session discussion relating to her status as a member emeritus. He also asked Superintendent Dr. Mario Cirillo to stay for the executive session

4. Reconvene to Open Session

Mr. Laramie reconvened the meeting to open session at 7:00 PM.

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. Mr. Laramie reported that two issues were discussed and there were no votes taken in executive session other than the vote to reconvene to open session.

5. Approval of Minutes

The committee agreed to move the approval of the minutes up on the agenda.

Mr. Fogarty moved and Mr. Ducharme seconded that the minutes of the August 15, 2007 meeting be accepted as presented. So voted, 6-0-1 with Mrs. Hunter abstaining.

Mr. Ducharme moved and Mr. Fogarty seconded that the minutes of the August 15, 2007 Executive Session be accepted as presented and sealed. So voted, 6-0-1 with Mrs. Hunter abstaining.

6. Middle School Report from Architects & Construction Manager

Mr. Laramie noted that it was a pleasure to be meeting in the middle school and he showed pictures of the construction one year ago compared to pictures of the kids moving into the school this year. Mr. Laramie reported that there was a phenomenal effort put forth

by everyone involved in the project to get the certificate of occupancy. Mr. Laramie reported that the official opening and dedication will be held on September 29th. Mr. Laramie thanked Mr. John Aharonian, Mr. Mark Humphrys and Mr. David Berryman and their team for their efforts. He also thanked Mr. Bob Grzyb from HV Collins on his work during the fourteen month building process. Mr. Laramie reported that he received emails stating that the H.V. Collins staff and Aharonian and Associates staff were helpful during the move process.

Mr. Laramie noted that the new building inspector, Mr. Larry Desormier was in a tough position as he was new to the project but was brought up to speed quickly and he was sincere in helping to get the certificate of occupancy. Mr. Fogarty reported that Mr. Desormier spoke highly of the building committee, the architects and the construction team at a presentation to the Gloucester Town Council. Mr. Fogarty moved and Mrs. Hunter seconded that the committee send a letter of appreciation to Mr. Desormier for his support of the project. So voted, 7-0.

Mr. Fogarty expressed his appreciation to Mr. Laramie and Mr. Abt for their involvement in the process. Mr. Fogarty also noted that there were people outside of the committee who helped with the process.

On behalf of the school department, Dr. Cirillo thanked the members of the building committee for their dedication to the project. Dr. Cirillo described the project as a product of a vision and following through on that vision. He extended his appreciation to the architects and Mr. Grzyb as well.

Based on a request from Mr. Laramie, Ms. Jan Ragno provided the committee with a middle school to do list which was broken down into sections including broken/unfinished, missing, items that were missed and wish list. Mr. Laramie asked Ms. Ragno to review some of the more critical items. They are as follows:

There were some roof leaks today with the heavy rains. Mr. Grzyb reported that he is working on fixing those.

The staff does not have keys to the offices or building. Mr. Joe McGovern reported that he has the keys but has not had time to distribute them.

There is a problem with the sound system for the auditoria. Ms. Ragno reported that she received a quote of \$40K for a sound system but will continue to look into a lower costing system.

More lighting is needed at the back of the building and at the plaza area. Mr. Laramie suggested that they get a proposal for lighting.

The general cleaning has is not complete, the brick wall in the entranceway needs to be cleaned. Mr. Grzyb is working on scheduling the mason to clean it before the official opening on September 29th.

Mats are needed at the entranceways.

The industrial education area has a wood pile that takes up a lot of space, the faculty is looking for an outside shed. Mr. Humphrys reported that he is working on a resolution such as using some storage in the biomass area. The committee agreed to a temporary solution of putting the wood outside and covering it.

Limited parking during functions is an issue as the administration is concerned with people parking on the plaza or grass areas. Mr. Laramie responded that the planned landscaping around the plaza area will deter people from parking there. As a temporary solution the committee suggested buying cones and putting them at the edge of the grass areas to stop people from driving on the playing fields and septic system area.

Internet access is not consistent. The equipment is plugged in but not up and running in most areas of the building. CBE, the computer consultants will look into this tomorrow. Mr. Abt noted that the district needs to hire an IT person as the building committee has spent a lot of money on consultants.

There were some issues with furniture but most of them have been taken into consideration and the furniture has been ordered. Mr. Aharonian will be working on any additional furniture and shelving issues.

A window has been requested in the nurse's office between the treatment room and the office. The committee discussed whether cameras or another means of supervision were possible and agreed that additional staff may be needed in the nurse's office or the procedures need to be reviewed.

Ms. Ragno noted that despite the list of issues, the administration and staff are appreciative of the new building and the work done by the building committee.

Mr. Grzyb reported on the punch list saying that he met with the field personnel today to review what has been complete and what is still pending. He has requested that Mr. Humphrys go through the punch list items which have been completed. There are still some items to be done, some such as waxing the floors will be on hold until Christmas break. Mr. Grzyb reported that there are also some site issues and he is working on getting Cardi Corp. back to correct some things.

Ms. Marcotte voiced her concern with the building use policy, noting that in the past some groups have used the other middle school and caused damage to some rooms. Ms. Marcotte suggested that they may need to charge organizations a deposit for their use of the building. Mrs. Hunter and Dr. Cirillo agreed to review the building use policy and submit any changes to the school committee for review and approval.

Mr. Humphrys reported that the landscaping plan has been approved by the town planner. Ms. Ragno reported that as part of the Orchard grant the district gets a free consultation on what planting should be done. Mr. Humphrys will coordinate the plantings with the consultants. Mr. Fogarty noted his concern with the timing of the landscaping, particularly with the safety concern for a fence around the sewage treatment plant. Mr. Grzyb reported that the fence can be put up now and the plantings done later.

Mr. Jacques reported that the lack of glazing on the windows in the gymnasium is becoming an issue. H.V. Collins has the tint, Mr. Grzyb is awaiting a quote.

7. September 29th Open House & Dedication

Mrs. Capobianco reported that she has been working on developing an invitation list for the open house which will include state and local public officials, local councils and committees as well as the various sub-contractors who worked on the project. Notices will be sent to all faculty members from the middle school, high school and all elementary schools, as well as mailings to the students and parents, the media will be notified and the event will be posted on the PTO website. Mrs. Capobianco will continue to gather names and addresses from the mailing. Mr. Laramie reported that the open house will be held from 10:00AM-12:00PM with the ceremonies at 10:30AM. There will be a plaque dedication as well as a plaque for the Peckham Family recognizing their contribution of the land. There will also be a thank you to the sub contractors, progress photos of the construction will be on hand as well as the drawings for the high school project. The student council will give tours of the building and light refreshments will be served.

8. Consideration of extension of SBS Services

Mr. Laramie informed the committee that it would cost an additional \$105K to extend the services of SBS to full time for the duration of the high school project. The committee discussed the extension of the services and agreed that given the nature of the project with its various phases and with students and faculty occupying the buildings during construction and renovations that it is necessary to have someone full time to complete the project on time and on budget. Mr. Fogarty moved and Mr. Abt seconded to extend the SBS contract to full time at an additional cost of \$105,000 for the duration of the high school project. So voted, 7-0.

9. High School Project Update

Mr. Grzyb reported that the bid packages went out and bids are due this Thursday, September 13th with the exception of the mechanical, electrical and plumbing. These bids have been extended to September 18th. There are some other smaller trades which will be bid in the future.

Mr. Grzyb informed the committee that he checked in with the bidders on the bid list and found that some contractors have decided not to bid the project. Mr. Grzyb noted that the major packages, Plumbing, HVAC, Electrical, Masonry, Site and Steel still have enough bidders to get competitive pricing. However, some trades are down to one bidder. The bid dates may need to be extended for these trades.

Mr. Alix reported that he met with Mr. Desormier, the town building official, for a kick off meeting to provide an overview of the project. Mr. Alix will meet with the fire department next week to go through the scope of the project.

Mr. Alix reported that he met with the Gloucester Safety Commission regarding the dismissal of the high school students and the site plan for the buses and parent pick up. The plan proposed by the safety commission includes bus stacking in the former middle school construction site. Dr. Cirillo voiced his concerns with this saying that the school department was not involved in the meeting/site plan and he is concerned with the fact that students will be in a construction site. Dr. Cirillo reported that the school department's bus safety committee did a lot of work on this issue and came up with a good plan for the bus stacking and student pick up. This plan is currently being followed and Mr. Dennis Kafalas reported that the current bus plan is working fine with the exception of parents being upset that they need to wait to pick up the kids until all the buses leave. The committee discussed the options for the bus routes and whether the former middle school should or should not be used. One option discussed was to use the construction site for the parents to wait for the buses to leave. Mr. Laramie reported that it is not the building committee's responsibility to come up with the busing plan other than to report to the administration that at times the former middle school site will be unavailable for parking. Dr. Cirillo will be meeting with the safety committee to discuss his concerns.

Mr. Alex Ziemba reported that IT is a pressing issue. Currently there is no IT infrastructure in the plans. The committee agreed that IT will be held out as an allowance and bid as a separate package.

Mr. Kafalas questioned whether the area at the connector could be reworked as he is concerned with students going into an unsupervised hallway and he is also concerned with that area in the event of a fire or other emergency. Mr. Ziemba reported that reconfiguring the area would require extensive structural changes. Mr. Kafalas noted that he will need to include this area in his safety plan.

Mr. Jacques reported that he has been promised a donation of Nautilus exercise equipment from the Smithfield YMCA however he does not currently have storage room for the equipment. Mr. Jacques asked the architects to review a previous version of the plans which included a weight room and storage area and see if this could be incorporated into the current plans.

10. Resource Committee Report/Ponaganset Educational Foundation

Mr. Fogarty reported that they are forming the Ponaganset Educational Foundation and that Dr. Cirillo will make a recommendation to the School Committee to appoint Mrs. O'Connors from Gloucester as the chair and Mrs. Monica Darcy from Foster as the co-chair. Once the foundation is up and running they will hold a fundraiser, recognize the Dandeneau family who donated \$100K to the foundation and begin to look for additional resources.

11. Business Manager's Report

Mr. Winsor provided the committee with the treasurer's report detailing spending to date of \$25.5M. The report also showed a balance of \$371,941.78 in the checking account and \$9,932,276 in the money market account. Mrs. Hunter moved and Mr. Ducharme seconded to accept the business manager's report as presented. So voted, 7-0.

Mr. Winsor informed the committee that the new business manager, Ms. Janice Bergeron has been hired. Mr. Winsor will begin to transition some of the building committee workload to her but will continue to provide support as needed. Mr. Laramie reported that he and Dr. Cirillo will meet with the new treasurer tomorrow to discuss the project.

12. Appointment of Building Committee Business Manager

The committee began to discuss the need to hire an accountant for the day to day activities of the project. The committee agreed to discuss this further at the next meeting.

Mrs. Hunter moved and Mr. Fogarty seconded to table the discussion of the appointment of the Building Committee Business Manager to the September 25th meeting. So voted, 7-0.

13. Adjournment

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

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, October 9, 2007