

MINUTES ~ October 9, 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 6:30 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. Warren Ducharme of Foster, Mr. Raymond Fogarty of Glocester, Mr. Dennis Chretien of Foster and Mrs. Kelly Hunter of Glocester. Mr. Bill Abt of Foster and Mrs. Julie Capobianco of Foster joined the meeting at 6:45 PM. Mr. George Jacques of Glocester was absent due to a death in the family.

3. Communications

Mr. Laramie reported that the Foster Glocester Regional Building Committee received a Certificate of Special Congressional recognition for the Ponaganset Middle School Dedication Ceremony. The certificate was signed by Congressman James Langevin.

Mr. Laramie read a letter to the committee dated September 21, 2007 from Mrs. Lorraine O'Connors. The letter detailed Mrs. O'Connors resignation as member emeritus of the Building Committee. The letter is attached as reference 1.

Mr. Laramie read a letter from the custodians of the middle school dated October 3, 2007. The letter is attached as reference 2.

Mr. Laramie read a letter dated October 1, 2007 from David Calederara, Chairman of the Glocester Planning board to the Building Committee regarding the Ponaganset High School Renovations-Development Plan Review. The letter is attached as reference 3.

4. Accounting/Bookkeeping Services-Approval of RFP

Mr. Fogarty provided the committee members with a copy of the RFP for accounting and bookkeeping services along with the notice for publication. Mr. Fogarty reported that the proposals are due October 30th. Mr. Laramie informed the committee that interviews will be conducted by the finance sub-committee which includes himself, Mr. Fogarty, Mr. Winsor and Mr. Abt. In addition they will ask the current business manager to join in the interview process as the accountant will report to the building committee but work closely with the district. Mr. Chretien moved and Mrs. Hunter seconded to approve the RFP for Accounting and Bookkeeping Services for the Additions and Renovations to Ponaganset High School and Middle School Project. So voted, 5-0.

Mr. Fogarty thanked Mr. Tim Alix for his work in putting the RFP together.

5. Middle School Report

Mr. Mark Humphrys provided the committee with an update report on the middle school including information on the punch list, window treatment package, interior signage package, stage curtain package, FF&E, landscaping package, well design and construction. The full report is attached as reference 4. Mr. Humphrys informed the committee that the stage curtain cost is approximately \$1,000 more than initially thought due to additional hardware needed. With the added cost, the stage curtain is still less than the budgeted amount. Mr. Fogarty questioned whether there were other bidders for the stage curtain and Mr. Laramie explained that DM Lonergan was the vendor for the blinds, the addition of the stage curtain is a change in scope for additional services. Mr. Abt moved and Mrs. Hunter seconded to accept the stage curtain pricing as presented by Aharonian & Associates from DM Lonergan, Inc. for labor and materials for a value of \$26,697. So voted, 7-0.

Mr. Patrick Collins provided the committee with an 'items to complete summary' broken into the areas of site work, masonry, carpentry, windows, flooring, ceilings, specialties, elevator, plumbing, HVAC, electrical and miscellaneous recent items. Mr. Collins and Mr. Luc Couture reviewed the items on the list with the committee and some items were discussed in detail. The committee asked Mr. Couture what will be done regarding the erosion at the top of the slope near the playing field. After much discussion, the committee and Mr. Couture agreed that some rip rap will be put in the area between the bioclear and the ball field with sod being used on the slope. In addition, Mr. Humphrys will check with Mr. Kurt Van Dexter the landscaping consultant to see if he has any ideas for plantings that can be done in that area.

Mr. Humphrys provided the committee with pricing on the chain link fencing around the bioclear area reporting that Cost Co.'s price is \$20,875 and Wood and Wire's price is \$15,860. Mr. Ducharme moved and Mr. Chretien seconded to direct the construction manager to proceed with the low bidder, Wood and Wire for an amount of \$15,860. So voted, 7-0.

Mr. Laramie reported that he is concerned with the paving and sidewalk issues. Mr. Collins will work to get Cardi Corp on site to walk through the issues. Mr. Laramie advised Mr. Collins to tell Cardi that the committee will hold back on the retainer if these things are not fixed.

Mr. Ducharme noted that there is a cement structure in the retention area that needs a manhole cover. H.V. Collins will work to secure this.

Mr. Joe McGovern reported that there are issues with the angle of the loading docks as trucks are going up on to the grass area. Mr. Humphrys will look into this to see if there is a design issue.

The committee discussed the flooring in the front and lower lobbies where tiles need to be replaced as the floor is bumpy and there are mismatched colors. Mr. Collins will work with the subcontractor to get this fixed.

Mr. Laramie reminded Mr. Humphrys that heat lamps are needed for the service line, in the kitchen, Mr. Humphrys will get the pricing information.

On behalf of Mr. Jacques, Mr. Fogarty reported that a shot clock for the gymnasium is a necessity not an extra. Mr. Humphrys will get pricing for this.

Ms. Pat Marcotte reported that the fax machine was working for a few weeks but now has stopped working. Mr. Chretien is working to see if this is an internal IT issue. The committee also suggested calling the phone company to see if there is a problem with the line.

Mr. Laramie informed the architects and construction manager that they need to communicate with each other to get all pending items resolved before the next building committee meeting.

Ms. Marcotte reported that Mr. McGovern had the insurance company come in and make a recommendation regarding the nurses office area. The company recommended extra interior windows to allow for a view from one end of the office to the other.

The committee discussed the need for an air conditioner unit in room 230 for a faculty member who has health issues. Mr. Fogarty moved and Mrs. Hunter seconded to install an A/C unit in room 230 priced at approximately \$8,000. So voted, 7-0.

Mr. McGovern provided the committee with a listing of maintenance equipment items needed for the Middle School. Mr. Fogarty reported that all the items on the listing are necessities, there were some additional items previously on the list but they were taken off as they were too expensive. Mr. Fogarty moved and Mrs. Hunter seconded to accept the recommendations of Mr. McGovern on the list not to exceed \$55,000. So voted, 7-0. Mr. Laramie designated Mr. McGovern to obtain pricing and handle the purchasing of the maintenance items in accordance with the district's purchasing policy then to have the building committee process the bills.

Mr. Fogarty noted that the middle school needs an exterior sign on the building and a sign as driving in. Mr. Humphys will work on pricing for a sign on the building and Ms. Marcotte reported that they will be moving the sign from the former middle school site to the entrance of the new site.

6. High School Project Update

Mr. Alix reported that the drawings are with the Chepachet Fire Department and the Building Officials office. Mr. Alix will get the final cost of the fire department review tomorrow, it is expected to be around \$55,000. Mr. Alix reported that the building officials are looking at the drawings but he has not received any feedback yet. Mr. Alix met with Mr. Larry Desormier on the technical review and informed him that the committee would be looking for the demolition and foundation permit soon.

Mr. Alix will be meeting with Mr. Ray Goff to discuss the plans and discuss the project and whether it will need to go through the technical review committee as noted in the letter from the planning board. Mr. Laramie reported that the planning board feels that this project is considered an industrial/commercial project and therefore would require the plan review. However, Mr. Laramie expressed his frustration that this is coming up as an issue now as the committee was under the assumption that this type of plan review was not needed based on the thought that this is not an industrial or commercial project but rather a municipal building. In addition, the former building official did not think this review was necessary. If this was a necessary step, the committee would have started this process sooner. Mr. Laramie noted that the middle school project went through this type of review as it was a special use permit. Mr. Abt directed Mr. Alix to handle the situation and suggested bringing Crossman Engineers and members of Aharonian & Associates to the meeting to discuss the site facts and project specifics.

Mr. Alix reported that there are no schedule updates yet though the schedule will change based on the timing of obtaining permits.

Mr. Laramie informed the committee that he has not made progress on talking to the town regarding contributing to the cost of renovating the high school to include an area for the superintendent's office. Given this, the committee agreed that they should review the plumbing and drywall bids based on the base bid not including the alternate. Mr. Laramie

reminded the committee that the low bidder in these areas was different based on the base bid or including alternate 2. Mr. Abt moved and Mr. Chretien seconded to approve sub-contractor awards on the original base bid amount not including alternate 2. So voted, 7-0.

Mr. Collins reported that there were no further bidding recommendations this month but they have approval letters for bids that have already been approved by the building committee at the last meeting. Mr. Collins reported that additional bids are due October 18th and there will be approximately ten packages.

Mr. Alex Ziemba reported that he met with the IT committee and Mr. Steve Bracewell to discuss the IT needs.

Mr. Ziemba reported that they have begun surveying the FF&E and have completed the North building. The South building will be done on vacation days.

Mr. Fogarty questioned the progress on the drainage issue around the back of the building. Dr. Cirillo reported that he, Mr. McGovern and Mr. Alix met to discuss the issue and found that the water is coming in from the top and bottom of the brick and some is thought to be caused by an old well that was located there. Mr. Aharonian reported that he does not yet have an estimate for his services on this because he is not sure of the scope of work yet, however, for a civil engineer to handle the issue the cost will be between \$12,500-\$15,000. Mr. Abt moved and Mr. Fogarty seconded to proceed with the work with the engineer fees in the range of \$12,000-15,000 and to revisit the architect fees. So voted, 7-0.

Mr. Fogarty discussed having a high school public information meeting to discuss the general plans with presentations including pictures and drawings. Mr. Ross McCurdy suggesting having assemblies during the day for students then an evening event for the community. Mr. Alix will coordinate this event with Mr. Fogarty.

7. Resource Committee Report

Mr. Fogarty reported that the resource committee has been working on the letter for Senator Reed for the \$1M appropriations, they will recognize Mr. and Mrs. Dandeneau for their contributions to the Ponagasnet Educational Foundation, they have been making progress on the track and lighting projects, they have a donation for the down payment of a score board and several volunteers have worked to make improvements to the baseball fields.

Mrs. O'Connors reported that she and Co-Chair Ms. Monica Darcy have begun work on the Ponaganset Educational Foundation and have found that they are not as far ahead as they thought. They are currently working on getting the tax filing status to ensure that donations are tax deductible. Mrs. O'connors reported that they are tentatively planning an event for November 30th and were hoping to have it at the middle school but may need to change that if the acoustics in the middle school are not fixed. There is a meeting of the Ponaganset Educational Foundation on Monday night at which a representative from the RI Foundation will be on hand to answer questions.

8. Financial Report

Mr. Laramie provided the committee with the financial report showing a balance of \$952,530.22 in the checking account and \$8,521,451 in the money market account. Mr. Chretien moved and Mrs. Hunter seconded to accept the financial report as presented. So voted, 7-0.

9. Approval of Minutes

Mr. Ducharme moved and Mr. Fogarty seconded that the minutes of the September 11, 2007 regular and executive session meetings be accepted as presented. So voted, 6-0-1 with Mr. Chretien abstaining.

Mr. Ducharme moved and Mr. Fogarty seconded that the minutes of the September 25, 2007 Special Meeting and Executive session be accepted as presented. So voted, 5-0-2 with Mr. Chretien and Mrs. Capobianco abstaining.

10. 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, 6-0 (Mr. Chretien was absent for the vote).

Mr. Laramie asked Superintendent Dr. Mario Cirillo to stay for the executive session

11. Reconvene to Open Session

Mr. Laramie reconvened the meeting to open session at 10:00 PM.

Mr. Chretien moved and Mrs. Hunter seconded to seal the minutes of the executive session. So voted, 7-0.

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 legal issues were discussed and there were no votes taken in executive session other than the vote to reconvene to open session.

12. Adjournment

Mr. Fogarty moved and Mrs. Hunter seconded that the meeting be adjourned at 10:05 PM. So voted, 7-0.

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, November 13, 2007

Reference 1

P.O. Box 73
Harmony, RI 02829
September 21, 2007

Foster Gloucester Regional Building Committee Attention: Mr.
Greg Laramie, and Mr. Bill Abt, Co-Chairs

Dear Greg and Bill,

Please consider this as my official resignation from my emeritus membership on the Regional Building Committee. I am extremely grateful for the support and confidence the Committee placed in me by making this appointment and I hope I was able to contribute to the successful completion of the Middle School Building Project. As I had indicated, it was never my intent to remain on the committee in any capacity beyond the opening and dedication of the Middle School. That now having been accomplished, I would just like to say that I have never had the pleasure of working with a more knowledgeable, professional and dedicated group of individuals in all my years as a school committee person. Being a part of this Committee has been a true highlight of my years of service and I consider it a unique privilege to have been a part of this exemplary example of community spirit and to have worked with each of you.

Rest assured, I will continue to attend Building Committee meetings when possible and will contribute in any way the Committee deems appropriate. I deeply regret that the Committee's desire to recognize my service with this emeritus appointment caused yet more criticism and aggravation to this already unjustly maligned group of wonderful people.

Most sincerely and gratefully yours,

Lorraine O' Connors

Reference 2

To: Foster/Glocester School Committee and Building Committee

From: Ponaganset Middle School Custodians Date: October 3, 2007

We would like you to be aware that all of us are working very hard to keep our new school clean. However, despite our best efforts, it is difficult to maintain the building to the standard we would like. As the bad weather comes and indoor activities in the building increase, we are concerned that we will be unable to maintain the school properly. Thank you for our new school and your continuing support.

Reference 3

October 1, 2007

Foster-Glocester School Building
Committee 1146 Putnam Pk, PO Box D
Chepachet R! 02814

RE: Ponagansat High School Renovations - Development Plan Review

Dear Building Committee Members:

The Planning Board would like to provide guidance to your Committee on the Development Plan Review process prior to your application submittal for the anticipated building renovations to the Middle/High School. We are striving for a smoother, more amenable process to occur rather than what was experienced during the prior Development Plan Review application for the new middle school.

The goal of the Planning Board is to streamline your efforts to move forward on the application submittal without any undue impediment.

Your committee representative is required to have a pre-application conference with the administrative officer (Town Planner, Ray Goff) prior to the formal submission of the development plan application to the Planning Board. This is consistent with Article 350-57 part B (2) of the Gloucester Codes of Ordinances which states that "construction or expansion of any commercial or industrial project/development" shall be subject to plan review.

Please allow adequate time for the application phase of your development plans to progress in a reasonable and timely fashion. Thank you for your cooperation. We look forward to working with you on this matter.

Sincerely,

Board
Gloucester Planning

Goff, Town Planner, Marie Cirillo, Superintendent,



AHARONIAN & ASSOCIATES INC. - ARCHITECTS

310 George Washington Highway - Suite 100 - Smithfield, Rhode Island 02917 T 401-232-5010 F 401-232-5080

BUILDING COMMITTEE UPDATE

REPORT DATE: 10/9/07

PONAGANSET MIDDLE SCHOOL

Glocester, RI

Aharonian Job No. 0551.01

- **Punch List**

AA has started the re-inspection of Punch List work completed by HVC, beginning with the Academic Wing. We expect to be completed with the Punch List re-inspection work by the end of next week. HVC has issued a document to the Building Committee summarizing the status and anticipated completion dates of this work.

- **Window Treatment Package**

The colors have been selected for the shades & blinds & the Submittal has been returned to HVC. Mock-ups are being constructed of the various installation conditions for review & approval of the Architect, which should be ready for viewing this week. The vendor is currently field measuring all window openings. Installation should begin in early November.

- **Interior Signage Package**

The colors have been selected for the signage & the Submittal has been returned to HVC. Installation is scheduled to start this week.

- **Stage Curtain Package**

The colors have been selected for the curtains. We are in the process of finalizing the pricing w/ the vendor based on the curtain track layout & function. This will then be forwarded to the Building Committee for action.

- **FF & E**

Most of the damaged or missing furniture has been delivered to the site. Only misc. items remain to be delivered (e.g. table in Staff Rm, lateral files for Reception).

- **Landscaping Package**

On 9/24/07, AA met w/ Jan Ragno & Kurt Van Dexter, LA and reviewed the landscaping requirements to satisfy the Planning Board approval, as well as the landscaping potential for the future (10 Year Plan). Kurt, in concert w/ Jan Ragno & the Children's Garden Network (apple orchard grant) is now in the process of selecting the plants for the initial phase of work (satisfy Planning Board requirements). Kurt is preparing a Landscape Master Plan for review by the Building Committee. He will be prepared to make a full presentation at the November Building Committee meeting.

- **Well Design**

The revised Water System Design Narrative was delivered to DOH last Monday (Doris Aschman was not in at the time). Last week Maguire made several calls to arrange a follow-up meeting to review and finalize the design narrative. Doris was unavailable until Friday of this week and they have set up a meeting to review the report at 10:00 AM Friday October 12.

- **Construction**

The construction of the Biomass Building is scheduled to begin the first week of November.

End of Report