

MINUTES ~ February 12, 2008

Ponaganset Middle School-Room 150

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 6:31 PM in the Ponaganset Middle School, Room 150.

2. Roll Call

Mrs. Kecia Pierce called the roll. In attendance were Mr. Gregory Laramie of Gloucester, Mr. Raymond Fogarty of Gloucester, Mr. George Jacques of Gloucester, Mr. Dennis Chretien of Foster, Mr. Warren Ducharme of Foster and Mrs. Julie Capobianco of Foster. Mrs. Kelly Hunter of Gloucester and Mr. Bill Abt of Foster were absent. Mrs. Capobianco left the meeting at 7:30 PM.

3. Financial Report

Mr. Brendan Larkin informed the committee that he has been updating the check register and there are approximately thirteen payments pending to bring the register up to date. Once these payments are made there will be \$189K in the checking account prior to any transfers from the investment accounts. Mr. Larkin reported that he is in the process of facilitating a transfer from the investment account to increase the checking account balance. Mr. Larkin noted that in the future he will work to provide the committee members with a copy of the financial report prior to meetings.

Mr. Larkin informed the committee that he had been working on the RIHBEC application for bonding which was submitted last week. Mr. Laramie reminded the committee that they will be going out to bond for \$19,720,000 this fiscal year. Mr. Laramie explained that the housing aid reimbursement is fixed at the rate the year you go to bond and since this year's rate is the highest it has been along with the uncertainty of the State's financial condition it makes financial sense to apply now.

Mr. Larkin reported that the 1099's that should be issued this year will be issued by the end of the week.

Mr. Larkin reported that he has received some confirmations from H.V. Collins auditors and he is in the process of reviewing and responding to them.

Mr. Laramie informed the committee that the work being done by Mr. Larkin was work that was undertaken by the previous business manager however the current business manager is out on medical leave so Mr. Larkin is doing the work.

Mr. Laramie noted that the committee will defer acceptance of the financial report until next month since there is no written report to review.

Mr. Laramie noted that Mr. Abt has spent a great deal of time preparing the capital expenditure portion of the school district's budget. Mr. Fogarty provided committee members with a schedule of debt that he, Mr. Laramie and Mr. Abt have been preparing with the help of the accountants and financial advisors. The schedule shows the 1991 debt, ESCO debt, middle school debt and high school debt and also includes actual and estimated

expenses for the oil and the electric. The schedule goes out seven fiscal years. Mr. Fogarty reported that he feels that people will be happy with the results considering we have a new middle school, high school and ESCO project that will save millions of dollars in energy costs over the years. This draft document will be discussed further with the Town Treasurers and School Committee.

4. Appointment of Treasurer, Purchasing Agent

Mr. Laramie explained that the committee should wait on this issue as there is currently a person in the position of Treasurer. While the Treasurer is on medical leave Mr. Larkin has taken over some of the daily duties. Mr. Chretien moved and Mrs. Capobianco seconded to table the appointment of Treasurer, purchasing agent. So voted, 6-0.

5. Middle School Update

Mr. Laramie reported that at the beginning of the week a pipe burst in the new building. Mr. Laramie reported that Mr. McGovern was thankful to the team that responded quickly to the incident. Mr. Grzyb explained the incident stating that on Monday he received a call from Mr. Luc Couture reporting that a coil on ERV3 (Energy Recovery Unit) above room 210, froze over night and then as it started to defrost the coil burst and dumped water on the floor which went down to the lower level. Mr. Grzyb reported that the team has begun to extract water, has opened up the bases of walls and brought in fans and dehumidifiers. Mr. Grzyb reported that Delta and Trane came today and fixed the cracked pipe to see if the valve is leaking however the valve appeared to be fine. They are now looking into a water flow issue with the piping. Mr. Grzyb said that he will have more information tomorrow.

Mr. Laramie questioned Mr. Grzyb as to why the alarm did not notify people sooner. Mr. Grzyb reported that there is a low pressure alarm which went off but it is only inside the building, there was no outside notification. Mr. Laramie reported that Mr. McGovern is working with Sonitrol to look into the alarm issue and will have an answer by the end of the week.

Mr. Grzyb reported that they are taking the necessary steps to remediate the situation with the goal being to have it fully remediated by the Monday following February vacation. RI Analytical will be coming in for air sampling and Mr. Grzyb expects air clearance by Thursday. Mr. Grzyb reported that the dry waller will come in on Saturday and then again next week to finish.

Mr. Fogarty noted that his three concerns are 1) remediate as soon as possible 2) make sure this doesn't happen again 3) cost-who will pay for this- was it a design issue, installation issue or equipment issue? Mr. Fogarty also suggested having some type of a central clearinghouse for questions and answers relating to this issue to limit rumors and misinformation. Mr. Fogarty agreed to talk with Dr. Mike Barnes to see if he could establish and monitor an area on the district's website for questions and answers regarding the issue.

Mr. Tim Coyne from Chepachet questioned what the ERV3 provides heat to. Mr. Laramie replied that it provides heat for interior spaces, there is radiation around the exterior. Mr. Laramie further explained that the unit is still working and until the issue is resolved they will adjust the settings for unoccupied versus occupied to avoid another freezing. Mr. Coyne voiced his concern regarding the fire alarm going off relating to this incident. Mr. Coyne reported that the students were evacuated and once the fire department cleared the building for the students to return, the students were told that if the alarm goes off again they do not need to go outside. Ms. Pat Marcotte clarified the situation explaining

that the fire chief said as long as the fire department was on site if the alarm goes off again then students do not need to be evacuated.

Mr. Chris Hebert voiced his concern that the situation could occur again where the alarms go off but a notification doesn't go out to anyone. Mr. Laramie reported that the alarm situation should be finalized by the end of the week and as a temporary solution, they will adjust the vacancy mode to be warmer than normal.

Regarding punch list items, Ms. Marcotte questioned whether the speakers and telephone system have been addressed to which Mr. Grzyb replied that issue has not been resolved yet. Mr. Chretien reported that the speaker manufacturer will be on site Thursday morning to address some of the issues. Ms. Marcotte reported that in some areas the wall mount for phones is in place but the phones are missing. Ms. Marcotte reported that the exterior lighting is still not complete. Mr. Grzyb responded that this is still on the list. Ms. Marcotte reported that there is a library cabinet area which has plumbing but no cabinet. Mr. Grzyb reported that the cabinet has been ordered. Mr. Laramie asked Ms. Marcotte to compile a listing of items needed to be completed.

Mr. Grzyb reported that over the February vacation much of the punch list items will be completed including some unassignable items which will most likely be taken care of by H.V. Collins. There will still be some items left on the list which will mostly be out of scope work which will need to be discussed.

In response to questions from Mr. Laramie, Mr. Grzyb reported that the balancing report will be forwarded to Mr. Steve Manwell tomorrow morning, the chimney cap has been installed on the oil boiler, the equipment is in for the exterior lighting and will be installed on Monday and the sleeves for the gym floor are being fabricated. When questioned about the window tint in the gymnasium, Mr. Humphrys reported that they have a new material to use which will block out 93% of the light. Mr. Humphrys will provide a sample of the material to Mr. Jacques for review. Mr. Humphrys reported that the existing tint can be removed and the new tint applied or the new tint can be applied over the old tint however if this second option is chosen the manufacturer will not guarantee the tint.

Regarding the issue of parking on the slope at the back entry as discussed last month, Mr. Humphrys reported that the sub grade is not meant for car traffic but there is three inches of asphalt which could hold the cars however there is a risk of it cracking over time and needing to be replaced. Mr. Fogarty asked for a parking landscaping plan including how many additional spaces this area would provide.

Mr. Laramie reported that he spoke with Mr. McGovern regarding equipment purchases and noted that a lot of the money has not yet been spent.

Mr. Laramie asked Mr. Manwell to update the committee on the progress regarding the Trane controls. Mr. Manwell reported that there has been some progress, Maguire has done some design work and the cost proposals from H.V. Collins have been approved. Mr. Manwell agreed to work with Mr. Grzyb to get these issues finalized. Mr. Laramie noted that the committee has held back a considerable amount of money until this is finished.

Mr. Laramie and Ms. Marcotte reported that the interior lighting concerns from last month have not been addressed. Mr. Manwell reported that it is their goal to get this issue resolved for the next meeting. They are working on a program which will allow the lights to go off when needed.

Mr. Laramie questioned the status of the solar panels. Mr. Ross McCurdy informed the committee that the solar panels are installed and a lot of the wiring is in however he is not sure if it is integrated yet.

Mr. Grzyb informed the committee that the roof leak in the gymnasium has been patched and there is still one leak in the hood of the kitchen area. Mr. Grzyb explained that the leak only happens with wind driven rain and they will get Delta involved in fixing this.

Regarding the deadline, Mr. Grzyb summarized that the site work will be done in the spring, the punch list will be narrowed by the end of February vacation, Aharonian will do the confirmation review and Mr. Grzyb will provide Mr. Laramie with a copy of the remaining punch list items. Mr. Fogarty requested a timeline for the spring site work saying that he does not want another planting season to go by without the work being done.

Ms. Marcotte questioned the shades in the cafeteria and Mr. Humphrys said this is on the punch list and he is working on the shade corrections.

Mr. Fogarty thanked Mr. Grzyb for all he is doing and reported that there have been a lot of positive comments on the school.

Mr. Laramie reported that he received a letter addressed to himself and Dr. Cirillo from the Department of Energy regarding the EnergySmart Schools program. The letter is attached as reference 1. Mr. Laramie reported that the Ponaganset project is one of the three projects in the country mentioned in the newsletter as an example of how to finance an energy efficient school. Mr. Fogarty noted that the EnergySmart designation can be used for further financing and educational opportunities.

6. High School Project Update

Mr. Hebert noted that he is concerned with the financial implications of the delay in the permits stating that the district cannot afford to lose the housing aid or pay for temporary classrooms. He urged all involved in the project to communicate to get the permits. Mr. Alix responded saying that he and Mr. Grzyb will be meeting with Mr. Larry Desormier weekly to go over any issues and expedite the flow of information.

Mr. Alix reported that permits have been issued for the foundation for the high school biomass, the full permit for the middle school biomass, the full permit for the north building and for the connector. Mr. Alix informed the committee that permits still have not been received for the South building and the full high school biomass.

Mr. Ziemba reported that he will be meeting with EDS to go over the comments and responses that EDS had about the South building and the biomass.

Mr. Alix reported that he talked to Mr. Desormier about agreeing to correct all issues addressed in the fire code review in the North and South building and put in writing that the committee would provide end documentation and drawings that have been updated and incorporate changes within thirty days if the permit could be given now as a lot of the changes are affecting the South building which isn't going under construction until June. Mr. Desormier had agreed to do that pending approval from the fire department. However Mr. Alix still has not received the South building permit yet, instead Mr. Desormier provided the permit for the middle school biomass but has not given an explanation for the delay in the south building permit. Mr. Alix reported that EDS has stated that their report was complete on the architectural review but they need to finalize the systems review but they saw no reason why a permit could not be issued for the South building.

Mr. Ziemba reported that on January 15th, he along with Crossman Engineers presented the site plan to the safety committee. The committee tabled the discussion because they wanted to review the documents. The committee met again on January 31st and the safety committee had two recommendations as follows: 1) increase the parking on site to 452 spaces and 2) revise the 10ft access road to be a 20ft access road to handle emergency vehicles.

Mr. Ziembra reported that the team then met with the planning board on February 4th and responded to the seven comments that the board had previously noted at the November meeting. The board was satisfied with those responses and at that point the only two items remaining were the recommendations from the safety committee. The planning board did not vote on the plans at that February meeting. Mr. Ziembra and his team incorporated the changes necessary to meet the safety committee's recommendations and met with the Fire Chief who did not have a problem with the plan. The plan was then submitted again to the planning board and Mr. Ziembra showed the plans to the committee showing the proposals for the changes. The plan shows a 12' wide access road of reclaimed asphalt with 4' of crushed stone at either side for a total access road of width of 20'. The additional parking spaces would be in a grass area capable of handling the overflow. Mr. Ziembra reported that the planning board approved the recommendations and gave approvals on all aspects.

Regarding the status of work, Mr. Grzyb distributed photos of the work site and explained that they are working on foundations for the gymnasium which will be finished early next week and the interior footings and walls. Once the foundation walls are finished they will backfill and start the underground plumbing. Next week the back fill and masonry will begin, some steel beams are installed and the window frames are being installed. The structural steel will be delivered the last week of March or the first week of April though Mr. Grzyb reported that they are trying to accelerate the delivery. Mr. Grzyb informed the committee that the North building is moving along, the MEP rough-ins and duct work is going in and the biomass foundation is scheduled for the first or second week of March pending final revised drawings. Mr. Grzyb explained that as the Chiptec information came in the biomass building needs to be bigger so the plans which have already been complete need to be redone.

Mr. Alix informed the committee that he has heard some concerns that perhaps additional asbestos abatement will need to be done in the South building. The committee informed him that the entire ceiling has been abated. Mr. Ziembra will provide Mr. Alix with a copy of the abatement report detailing the work that was performed.

Mr. Alix and Mr. Grzyb will review the phasing plan and coordinate it with the administration to assure access to certain areas. Mr. Grzyb reported that the subs are currently working four ten hour days and one eight hour day to get up to speed on schedule. Mr. Laramie reported that the project is currently six weeks behind schedule due to the delay in the permits. Mr. Grzyb reported that the current schedule has the completion of August 1st but then a CO would still be needed. Mr. Laramie directed Mr. Grzyb and Mr. Alix to document all communications with the building official regarding the permits and the CO.

Mr. Grzyb reported that the prep work is being done for the connector and they will start the connector foundation in a couple of weeks. When questioned Mr. Alix reported that the wetlands around the connector area have been properly secured and he will continue to monitor the area.

Mr. Laramie reported that they have been looking for ways to cut costs but there is not a lot that can be cut because the value engineering was done prior to going out to bid. Mr. Grzyb provided the committee with a list of some value engineering suggestions from the subs. The committee agreed to review the suggestions and hold off on the discussion of them until the next meeting.

Regarding the budget, Mr. Laramie informed the committee that they are in the process of finalizing the expenses for the middle school building. Once the middle school is closed out then they can focus on the high school. Mr. Grzyb noted that we currently have

approval letters for about 90% of the high school building, there are just a few items left to buyout.

Mr. Fogarty reported that they are waiting for the Senate to announce the \$984K grant to be used for the energy lab.

Mr. Ziembra reported that he received a list of space changes from Mr. Moscarelli including the changes discussed at the January meeting. Mr. Ziembra reported that most of the changes have been incorporated into the plans however there are a few that he needs to discuss with Mr. Moscarelli. Mr. Ziembra distributed the revised floor plans showing the changes to the spaces as requested. The committee agreed with the changes and Mr. Alix reported that he will set up a meeting to get everyone's final approval.

Mr. Grzyb reported that he estimates approximately \$15K-\$20K for acceleration and he requests \$50K in total. Mr. Fogarty moved and Mr. Chretien seconded to approve \$50K in acceleration costs. So voted, 5-0. Mr. McCurdy questioned whether this additional \$50K would need to be expended if the permits had come in on time. Mr. Laramie replied no.

Mr. Laramie directed Mr. Alix to come back to the committee next month with some options for the schedule and how to respond to the acceleration.

Mr. Laramie reported that there is a preliminary GMP but the committee will hold off on discussing it until Mr. Abt is available.

Mr. Alix reported that the IT design needs to go out to bid. Mr. Ziembra received the markups from Mr. Steve Bracewell and they are putting together the specifications and need to coordinate the outlets with Maquire Group. Mr. Alix reported that he met with the end users a number of times and he gave them a deadline of Friday to come back with comments as the bids need to go out.

Mr. Fogarty informed the committee that Mrs. Anne Ejnes has been working on an informational piece to go out to Foster and Gloucester residents regarding the Ponaganset energy project. The document details the savings, the better quality building, the investments and return on investment. Mr. Fogarty said they hope to have a presentation of the document for the March meeting.

7. Approval of Minutes

Mr. Laramie noted that on page two of the January 7, 2008 regular meeting minutes the 'CPM log' should be changed to CPN log.

Mr. Fogarty moved and Mr. Jacques seconded that the minutes of the January 7, 2008 regular meeting and executive session be accepted with the recommended change. So voted, 5-0.

8. Adjournment

Mr. Chretien moved and Mr. Ducharme seconded that the meeting be adjourned at 8:40 PM. So voted, 5-0.

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, March 11, 2008

Department of Energy

Washington, DC 20585

February 7, 2008

Foster Gloucester Regional Building
Committee PO Box D; 1145 Putman Pike
Chepachet, RI 02814

TO: Dr. Mario F. Cirillo, Jr., Ed.D., Superintendent, Foster Gloucester Public
Schools Gregory Laramie, Chairman, Foster Gloucester Regional Building
Committee

CC: Margo Appel, DOE EnergySmart Schools Program Manager
William Abt, Foster Gloucester Regional Building Committee
Raymond Fogarty, Foster Gloucester Regional Building
Committee

SUBJECT: DOE EnergySmart Schools Program

The Department of Energy's Building Technology Program (DOE-BTP) recognizes the potential for Foster Gloucester Regional Building committee to collaborate with the EnergySmart Schools program and corresponding activities. The DOE EnergySmart Schools program seeks to catalyze significant improvements in energy efficiency in K-12 schools nationwide.

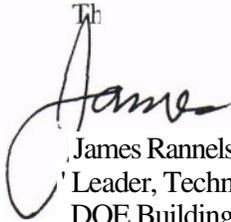
The National Energy Efficiency Partnerships (NEEP) identified your recently completed Ponaganset middle school new construction and high school renovation projects as excellent examples of high performance school construction and innovative financing. DOE is aware of recent preliminary discussions between Booz Alien Hamilton, a supporting consultant to DOE's EnergySmart Schools program, and the Foster Gloucester Committee that revealed many potential collaborative opportunities, such as:

- Development of an EnergySmart Project Profile of the Ponaganset school projects
- Development of best practices based data collection and school financing strategies
- Continued participation in on-going EnergySmart Schools activities

The innovative financing decisions, robust data collection methodologies and energy efficiency focused educational curriculum implemented by the Foster Gloucester team aligns directly with the EnergySmart Schools mission and supporting activities. There is potential for the results of this project to be shared and potentially replicated at the state, regional and national levels.

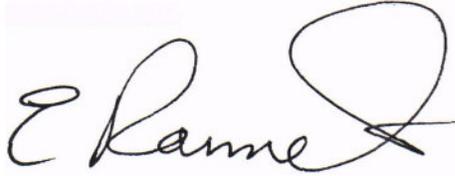
We would like to thank Gregory Laramie, William Abt and Raymond Fogarty of the Foster Gloucester Regional Building committee for their preliminary feedback and look forward to continuing to coordinate with the team as we move this collaboration forward.

For more information on the EnergySmart Schools program please see attached brochure and visit www.energysmartschools.gov.



James Rannels

Leader, Technology Validation and Market Introduction Team
DOE Building Technologies Program



Thank you,

