

**MINUTES ~ July 14, 2009**  
Ponaganset High School-Library

**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 High School, Library.

**2. Roll Call**

Mrs. Kecia Pierce called the roll. In attendance were Mr. Gregory Laramie of Glocester, Mr. Dennis Chretien of Foster, Mrs. Anne Ejnes of Glocester, Mr. Raymond Fogarty of Glocester and Mrs. Julie Capobianco of Foster. Mr. George Jacques of Glocester was absent as he is out of town, Mr. Bill Abt of Foster was absent as he was working and Mr. Warren Ducharme of Foster was also absent.

Mr. Laramie reported that the high school project is now substantially complete and the building committee is in its last year of existence. He noted that although June was a tough month the committee will stay focused on the purpose and goals of the project and the communities will be better off because of this work.

**3. Report from School Committee/Building Committee members of last School Committee meeting**

Mrs. Ejnes reported that at the last school committee meeting there were discussions regarding procedures and it was agreed that Ms. Hann and Dr. Barnes will be notified of any code related items and they will proceed with work on code items. Mr. Walter Steere noted that they also approved the purchase of the kitchen equipment. Mr. Chretien reported that the school committee voted to have a separate audit of the building project.

**4. Policy for Funds Disbursement-Review, Discussion & Action**

Mr. Laramie reminded committee members that the current policy requires the signature of two building committee officers and the treasurer for approval. He noted that the district treasurer is the same as the building committee treasurer and asked anyone if they felt a need for a change to the policy. No one replied indicating the need for a change.

Mr. Ron Cervasio voiced his concern with the school committee being involved in the project. He said he that the building committee is responsible to come in on time and on budget and he doesn't like the idea that the school committee would be involved in the last part of the project that is not on budget.

## **5. Financial Report**

Ms. Sarah Hann reviewed the Treasurer's Report which committee members had received prior to the meeting. The Treasurer's summary report is attached as reference 1. Ms. Hann noted that the Bank of America statements did not come in prior to the issuing of the report so they were not reconciled at the time but have subsequently been reconciled and the amounts on the report are correct. Ms. Hann said that if anyone has questions on the P&L detail statements they can email her. Mr. Fogarty moved and Mr. Chretien seconded to accept the treasurer's report as presented. So voted, 5-0.

Ms. Hann reported that Mr. Bob Grzyb has reconciled some additional items and she has been reviewing the updated construction numbers but has not gone into detail on them yet. She informed the committee that the deficit is now at \$700K after the deduction for the kitchen equipment. When questioned by Mr. Fogarty, Ms. Hann indicated that \$250K for contingency is included in the \$700K deficit.

## **6. High School Project Update**

Mr. Alex Ziemba reported that he has been working with H.V. Collins and the subs on the punch list. His team has been walking through the completed areas, making sure the subs have picked up the punch list properly and they will follow the subs through completion. Mr. Ziemba provided committee members with a preliminary punch list schedule which is attached as reference 2. He explained that the punch lists have been prepared and the dates on the list are for completion of the actual punch list items. He noted the roof on the south building and the kitchen area still need to be added to the punch list.

Mr. Ziemba reported that the completion of the kitchen is scheduled for the second week of August after which they will do the punch list. He said the equipment will come in the week of July 27<sup>th</sup>, the demolition and fabrication of the ductwork on the second floor is underway and they will install the ductwork next week with the hood being installed at the end of the month.

Mr. Ziemba reported that delivery of the North building auxiliary gym window system is scheduled for July 22<sup>nd</sup> with installation to follow. He also stated that there were some problems with occupancy sensors and the manufacturer is on site replacing some components with completion scheduled for July 16<sup>th</sup>.

Mr. Grzyb reported on the commissioning stating that they are making good progress on the lighting, they are verifying the control systems on the HVAC and the graphics are being done. He noted that Mr. Kevin Venturine from ConEd said they are in good shape and will be done mid-August. Mr. Laramie noted his concern with whether that was a good date given the time that it took to commission the middle school. Mr. Grzyb said it is a good date as the system is not as complicated as it was for the middle school and Mr. Ziemba noted that this school is also easier because the ESCO was incorporated into this project from the beginning.

Mr. Fogarty questioned the status of the library lighting. Mr. Ziemba reported that the fixtures are on site and will go up in a couple of weeks. Mr. Fogarty asked about the status of the purchase of the chairs for the kiosks. Ms. Hann said the chairs have been on back order but should be in by September.

Mr. Laramie noted an issue with the electrical for the kiosks saying that the electricians did not accept some of the fixtures. He said that this was a factory issue

which will be fixed at no cost to the project and they are trying to get a date as to when these will be complete.

Mr. Cervasio questioned whether any of these purchases could be canceled for cost savings. Mr. Fogarty noted that the gymnasium partition has been eliminated for cost savings of \$115K though it was noted that this was already taken into consideration in the deficit amount of \$700K. Mr. Cervasio asked for other items which would affect the \$700K. Mr. Laramie reported that the outstanding items are part of the contract, if we back out of them now we don't get the cost of the labor back and the credit given would be much less than the true cost of the items. Mr. Cervasio said that the committee needs to save \$450K.

Mrs. Ejnes asked what was going to be done regarding the flooring for the electronics room. Mr. Laramie said they were considering painting the floor though there are raised outlets which would make this difficult. He said they need to look at whichever option would be the cheapest. Mr. McGovern asked that a decision be made on the rooms soon so they know what they are doing for September.

Mr. Fogarty asked if the form was submitted to the state for reimbursement based on the substantial completion. Ms. Hann said that she has been working with Mr. Aharonian on completing the form and it will be submitted for tomorrow's due date.

Mr. Laramie reported that H.V. Collins received the authorization for the emergency lighting and the area of refuge and asked for an update on these items. Mr. Grzyb reported that they are wiring the emergency lighting and the materials have been ordered for the area of refuge.

Mr. Laramie asked for an update on the certificate of occupancy meetings and sign off. Mr. Ziemba reported that they met last Thursday with the building inspector and received an updated temporary certificate of occupancy excluding certain rooms. He reported that they went through the completion dates and made sure the permits were on target. Mr. Grzyb reported that the building inspector had inspections to do for the ADA and planning board. Mr. Ziemba said they have reviewed the ADA items a report was submitted with minor comments. He noted that the planning board review has not happened yet.

Regarding the energy lab, Mr. Laramie reminded everyone that they were awarded a grant of \$984K through Senator Reed's office administered by the Department of Energy. He noted that there have been a number of meetings on this federally funded portion of the energy lab. Mr. Grzyb reported that they should have the demolition permit tomorrow and they will start sometime next week, they are working on finalizing some pricing. Mr. Grzyb said they hope to have the building permits for July 17<sup>th</sup> and that they are looking at the first week of November for final completion. Mr. Ziemba reported that they are waiting for final approval and noted that the plans are still in review at the fire department. Mr. Ziemba explained that the hazardous materials issue will hold up the review and he noted that they are asking for a general construction permit which would not cover the hazardous materials area. This would allow the fire department more time to review the hazardous materials issue without holding up the construction. Mr. Ross McCurdy noted that there will be a separate energy shed for hazardous materials, it will not be near the building. Mr. Laramie reported that Mr. Grzyb has been working with the low bidders to lower their bids further. Mr. Fogarty moved and Mrs. Capobianco seconded to proceed with the demolition. So voted, 5-0.

Mr. Fogarty stated that they will not go over budget for the two rooms of this project. Mr. Laramie told H.V. Collins and Aharonian that they need to proceed with due diligence to get some movement on this project.

#### **7. Approval of Minutes**

Mr. Chretien moved and Mrs. Ejnes seconded to approve the minutes from the May 12, 2009 regular and executive session meetings. So voted, 4-0-1 with Mrs. Capobianco abstaining as she was not at the May meeting.

#### **8. Executive Session**

Mr. Laramie reported that the attorney is not present and the meeting on which the executive session discussions were to be based will not be happening until tomorrow morning so there would be no need for an executive session.

#### **9. Other**

Mr. Steere asked for an update on the commissioning of the middle school. Mr. Grzyb reported that there is an odor issue with one of the ERV units. He reported that this has been an ongoing issue and they have been working with the manufacturer of the unit to identify the problem. They now think it may be a problem with a wheel component and they have contacted the manufacturer for that piece. Mr. Steere asked when ConEd will approve the building and provide a new cost savings chart and guarantee of savings. Mr. Laramie noted that he will contact ConEd and get a written response on that question as well as a list of the issues. Mr. Grzyb noted that the only issue he is aware of relates to the ERV.

#### **10. Adjournment**

Mr. Fogarty moved and Mrs. Ejnes seconded that the meeting be adjourned at 7:15PM. So voted, 5-0.

Prepared by: Kecia Pierce, Building Committee Clerk

Approved by: Foster Gloucester Building Committee, September 8, 2009