

CALLAHAN SCHOOL BUILDING COMMITTEE

MEETING PLACE: Callahan School
MEETING DATE: December 18, 2006
MEETING TIME: 6:30 PM

MEMBERS PRESENT:

David Brunetti
Mark Brizard
Roger Robert
Andre Auclair
Mike Coutu
Barry Lowe

MEMBERS ABSENT:

STAFF/CONSULTANTS PRESENT:

Dawn Bailey, Clerk of the Committee
David Brissette, Callahan Principal & Ex-Officio
Russell Jennings, Clerk of the Works
Nancy Binns, Town Council Liaison

CONTRACTOR REPRESENTATIVES PRESENT:

Dave DeQuattro, Robinson Green Beretta
Kevin Thibodeau, Lusi Construction
Armand Lusi, Lusi Construction

STAFF/CONSULTANTS ABSENT:

John Mainville, Town Finance Director (absent with notice)
Mary Karmozyn, School Committee Chair (absent with notice)
Steven Welford, School Superintendent (absent with notice)

CALL TO ORDER: Meeting called to order at 6:38 PM

Approval of Minutes

The question of accepting the minutes of the meeting of the Callahan School Building Committee held Monday, December 4, 2006 and the question of dispensing with the reading of said minutes.

Regarding the section of the minutes covering the discussion about the playground equipment, Roger Robert wanted the following comment that was made by Russ Jennings during the discussion, which was acknowledged by Chuck Romando of NERG to be correct, to be included in the minutes – “it was a chipping hammer, not a jackhammer” that was used by the NERG workers during the installation of the playground equipment.

A motion was made by Roger Robert and seconded by Andy Auclair to accept the minutes of December 4, 2006 as amended. With no further discussion, the vote in favor was unanimous.

Approval of Invoices

Dawn M. Bailey, Clerk of the Committee Invoice # 19 for \$215.27

A motion to approve the Clerk of the Committee invoice #19 from Dawn Bailey for \$215.27 was made by Mike Coutu and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.

Russell Jennings, Clerk of the Works Invoice # 502-18 for \$3,997.50

Discussion was held regarding where the committee was on payment to Mr. Jennings. Chairman Brunetti noted that Russ is at approximately 88% complete with his contract (the contractual dollar amount). Russ figures that he is covered until the end of January and his contract holds an extension for 45 days. Russ stated that he would continue to reduce his hours as needed.

A motion to approve invoice # 502-18 (\$3,997.50) to Russell Jennings was made by Roger Robert and seconded by Andy Auclair. With no further discussion, the vote in favor was unanimous.

RGB Corporation, Invoice: #5462-31 for \$4,993.49

Chairman Brunetti stated that according to the Town Finance Director, John Mainville, there is a tax issue associated with RGB's invoices. Work being submitted by vendors is taxed when it should not be, as we are a government agency and should, therefore, not be taxed, and we end up paying for 110% of this charge for tax due to the fees charged for review by RGB.. Chairman Brunetti recommending holding off on this invoice until the issue is resolved. Additionally, the other members of the Committee had not received a copy of the invoice.

A motion to table invoice # 5462-31 (\$4,993.50) for RGB Corporation until next meeting was made by Mark Brizard and seconded by Mike Coutu. With no further discussion, the vote in favor was unanimous.

A.F. Lusi Construction, Inc. – Application & Certificate for Payment – N/A

Invoice from Mobile Storage, Invoice #123084 for \$96.30, Unit #8477, 11/30/06 thru 12/29/06

Mike Coutu questioned how much longer would the trailers be on site. Dave Brissette stated that as soon as the library is ready they would no longer be needed. Chairman Brunetti suggested until the end of January.

A motion to approve Invoice #123084 (\$96.30) Unit #8477 to Mobile Storage was made by Andy Auclair and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.

Sonitrol, Invoice #05926 - \$1,651.00, Invoice #05927 - \$804.70

It was stated at the last meeting that Kevin (Lusi Construction) would be billing for the reimbursement and back charge. It will be submitted as a change order.

A motion to table invoice 05926 & 05927 until a credit is submitted in writing by Lusi was made by Mark Brizard and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.

CITIZENS COMMENTS

None

STANDING AGENDA ITEMS

Overview, discussion, and action relative to minutes from weekly construction meetings.

Summary, discussion, and action relative to construction activities conducted since the previous meeting, including: (a) safety issues; (b) gutters and downspouts for the 1936 building, 1973 building soffit screens, and administration building scuppers; (c) music room occupancy; (d) concrete walkway at east exit from cafeteria; (e) site northeast drain pipe; (f) new parking spaces at rear parking lot; (g) punch list progress; and (h) flagpole status.

a) *Safety Issues:* Chairman Brunetti stated that there were roof access issues; however, this has now been resolved. Main point – there were three keys issued for opening the roof access. Custodians were opening the access, doors. Chairman Brunetti stated that the subs should not be asking anyone other than Russ Jennings to open the roof access doors. Chairman Brunetti then deferred to Barry Lowe to provide his comments regarding two other issues. Barry stated that last Thursday there was an issue where a subcontractor used a utility knife to keep a door held open. Additionally, doors were not being closed properly. The issue about the utility knife has been addressed. Additionally, the issue with the doors is being addressed, as this is both a subcontractor issue and a school staff/administration issue. Roger Robert stated that there is a 5 gal. bucket on the ridge of the '36 building by the chimney. Mark Brizard stated that this is a hot item. Mark Brizard stated that they (Lusi and the subcontractors) are lacking in using the badge system for identification. The badges are to be used again. Mark also stated that the sheet metal on the wall in the boy's 1936 building toilet room is flimsy and it looks like the maintenance department used them for outlet covers. He requested a COR to correct this issue.

b) *Gutters and downspouts for the 1936 building, 1973 building soffit screens, and administration building scuppers:* Chairman Brunetti questioned the status of work on the gutters and downspouts, the soffit vent screens, and the administration building scuppers. The Committee was informed that Apollo has started the work for the gutters and that the soffit vent screens would be installed when the gutters were installed. Mike Coutu expressed his concern about the condition of the administration building scuppers and that they need to be tied in before damage occurs when we get colder weather.

c) *Music room occupancy:* Chairman Brunetti questioned when the Music Room would be ready for occupancy. Russ Jennings stated that there are a few areas of the flooring that still need to be touched up. Russ also concurred with finding by Mark Brizard that there is a chip in the cork. How best to address this item will be discussed.

d) *Concrete walkway at east exit from cafeteria:* Chairman Brunetti noted that the work on the concrete walkway had been conducted but questioned when the door would be installed. Kevin Thibodeau mentioned that the doors, all of the external doors, had arrived and would soon be on site and installed.

e) *Site northeast drainpipe:* Chairman Brunetti mentioned the finding by Mark Brizard and Russ Jennings, during their site overview with D'Ercole that the drainpipe at the northeast corner of the site extends well above grade level. Dave DeQuattro stated that RGB would look into this issue to review the main purpose and how best to resolve it.

f) *New parking spaces at rear parking lot:* Chairman Brunetti, Roger Robert, and Mark Brizard expressed their dissatisfaction with the results from this work. Additionally, how best to address the issue of lack of complete extension of the spaces, leaving a void at the rear of the spaces, was discussed. Russ Jennings and Kevin Thibodeau relayed the information from D'Ercole that when they arrived to do the work, there as a gully at the rear of the intended space as a neighbor had been draining the water from his pool into this area. Mark Brizard, Roger Robert, and Mike Coutu felt that the plan to patch this section would not be acceptable. Initiated by Roger Robert, the Committee agreed that this section of the parking area is to be removed and redone (by D'Ercole) and this time to the correct length.

g) *Punch list progress:* Russ Jennings stated that much progress has been made with the punch lists and that he has submitted updated punch lists. Chairman Brunetti stated that he would forward the updated punch lists to the Committee members.

h) *Flagpole status:* Chairman Brunetti questioned the status of the removal of the old flagpole. Russ stated that this has been cut-up removed by Lusi.

Detailed overview, discussion, and action relative to planned construction activities and associated impacts for the next 30 days.

Kevin stated that the new administration building would be complete by the end of January and that the Media Center would be done by this Friday (12/18/06).

UNFINISHED BUSINESS

1. Update, discussion, and action relative to:

a. *Exterior painting: status, overall condition, and options for addressing the current condition; and work relative to the circular window at the east, west, and front sides of the 1936 building*
Mark Brizard, Russ Jennings, and Kevin Thibodeau had a meeting with Complido (painting subcontractor) to discuss how best to address the issues associated with the condition of the exterior painting. Mark mentioned that Complido appeared to be very cooperative with the need to correct this work. A follow-up meeting is planned to address this work.

Roger Robert asked if the issue with the window cladding would be addressed as part of this. Russ mentioned that it would. Russ also mentioned that the work needed for the circular windows of the 1936 building would also be addressed.

b. *COR #95R – For the respective repair or replacement of all missing screens in the 1973 building; and to replace the respective glass (replace 6, repair 6)*

Chairman Brunetti asked if Russ or Kevin was able to get a reduction in the cost for this work. Russ stated that he did receive anything on this (in this regard). Kevin stated that he has not been able to get a reduction in cost.

A motion was made by Roger Robert and seconded by Mark Brizard not to approve COR 95R.

During discussion on this topic, Roger Robert stated that he did not feel that we should be paying for what he believed to be something that should be done by the school maintenance department. Nancy Binns stated that the school maintenance department might not be able to do the work. She stated that there are upcoming budget issues with the school and that it is highly likely that this issue would be very low on the priority list as a result.

A motion was made by Barry Lowe and seconded by Andy Auclair to approve COR 95R. With no further discussion, the vote not to approve COR 95R was 1 to 4, with Roger Robert voting in favor and Mark Brizard, Andy Auclair, Barry Lowe, and Mike Coutu opposing.

With no further discussion, the vote to approve COR 95R was in favor 4 to 1, with Roger Robert opposing.

c. *Playground: Usage update*

The playground area needs to be cleaned up before the children are allowed to go on it. The safety mats need to be installed. Lusi will check into the installation. Mark Brizard suggested that the playground not be used until the mats are installed.

d. *Request from A.F. Lusi Construction to reduce retainage to 5% on all future requisition. This request to consistent with the provisions of Article 9.6.1 of the Supplementary Conditions of the Contract for Construction.*

Per Armand Lusi, they will hold off on this request at this time

e. *Services by Lincoln Environmental for 2007*

Chairman Brunetti stated that School Superintendent Welford and Town Manager Wood are working together on this issue to determine the most appropriate conditions for going forward with payment for this work.

A motion to table action on this item was made by Mike Coutu and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous

f. *Furniture/cabinetry for principal, administrative, nurse, and guidance offices, etc.*

A motion to approve \$14,809 specific to items on pages 1 thru 5 was made by Roger Robert and seconded by Andy Auclair. The vote in favor was 3/2 with Barry Lowe and Mike Coutu opposing.

A second motion was made by Barry Lowe and seconded by Mike Coutu to pay for the full amount of all six pages (\$16,948). The vote was 2/3 with Mark Brizard, Roger Robert and Andy Auclair opposing.

The first motion carries.

Principal Brissette asked how payment would be made. Chairman Brunetti stated that he should submit the invoices for the furniture to the Committee for payment when they arrive. Dawn Bailey to speak with John Mainville to determine if a special account will need to be set up for payment of these items.

g. *Project dedication plaque*

A motion was made by Mark Brizard and seconded by Andy Auclair to place this item on hold until Dave DeQuattro returns to the room. With no further discussion, the vote in favor was unanimous.

After discussion was completed on item (e) of New Business, this issue of Project Dedication plaque was taken up. Dave DeQuattro stated he had a format available for the dedication plaque. The committee has a signage allowance for this plaque. Chairman Brunetti stated his recommendation that the names of all committee members (including both past and present principals and superintendents), the architect, the contractor, and the clerk of the works, be placed on the plaque.

NEW BUSINESS

1. *Update, discussion, and action relative to:*

a. *CORs – General Overview*

Per Russ Jennings, he is not aware of any more COR's to be presented. The work on the media center will be incorporated into one COR.

b. *Project Budget*

Voting members of the Committee received updated budgets.

c. *COR to address the issue of studs and drywall ramp by the gym*

Waiting on new COR.

d. *COR #154 – To address the studs and drywall at the new cabinet in the Media Center and to address the necessary change in routing of ductwork and impact on ceilings in the Media Center*

Waiting on new COR.

e. *COR for play yard improvements*

The Committee was looking for estimates for play yard improvements consisting of finishing off the existing gravel area per plan. In lieu of a COR for the improvements, a rough estimate of \$4,000 – 5,000 was given by Dave DeQuattro.

A motion was made by Mark Brizard and seconded by Andy Auclair to go back to item G under Unfinished Business. With no further discussion, the vote in favor was unanimous.

- f. *COR #156 – For the relocation of the double gate for the playground; \$1,729.00*
A motion to table COR #156 was made by Mark Brizard and seconded by Andy Auclair. With no further discussion, the vote in favor was unanimous.
- g. *COR #168 – To install loam and seed in the gravel area within the playground area; \$4,601.00*
Requested new information from Dave DeQuattro and will handle at next meeting
- h. *COR #163 – To install stone dust & wood timber stop at playground area; \$4,601.00*
This option is not recommended by RGB.
- i. *COR #158 – For the preparation and painting of the unit ventilators in classrooms and stairways of the 1973 building; \$1,026.00*
A motion to approve COR #158 was made by Mark Brizard and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.
- j. *COR #159 – For installing new suspended ceiling and painting walls in the 2nd floor custodian room in the 1973 building; \$756.00*
A motion to approve COR #159 was made by Mark Brizard and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.
- k. *COR #160 – For the preparation and painting of the exterior railings of the 1936 building; \$378.00*
A motion to approve COR #160 was made by Mark Brizard and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.
- l. *COR #161 – For removal of asphalt sidewalk of the 1936 building entryway and replace with loam and seed; \$5,638.00*
This item is not recommended at this time. It requires further discussion.
A motion to table item until next meeting was made by Mark Brizard and seconded by Roger Robert. With no further discussion, the vote in favor was unanimous.
- m. *COR #162 – For removal of the existing 6' wide sidewalk at the new administration wing and replace with a 12' wide sidewalk; \$10,520.00*
Russ Jennings stated that this is not recommended at this time. The price is excessive. This item is not approved by RGB.
- n. *COR #167 – To extend 6' asphalt sidewalk to 12' with stone dust at the new administration wing; \$2,076.00*
A motion to reject COR #167 was made by Mark Brizard and Roger Robert. With no further discussion, the vote in favor was unanimous.
- o. *COR and/or proposals for replacement of the electrical panel cover in the cafeteria*

Options are still being reviewed.

- p. *Damage to granite stairs leading to front main entrance of the 1936 building*
This item is on the punch list and they are working on a solution
 - q. *Water fountains at cafeteria and 1973 building 1st floor connector hallway*
Plumbers are investigating the possibility of bringing the water fountain in the cafeteria back into operation. The replacement of the water fountain in the 1973 building 1st floor connector hallway is pending.
2. *Update, discussion, and action relative to Committee walkthroughs/inspections/projects assessments and resulting interior and exterior punch lists relative to Clerk of the Works' punch list*
Mike Coutu stated that the Committee should wait until Russ states that he has seen everything he could see. He feels most of the Committees items will already be gone. This way there are not duplicates. He does feel that there should be a separate maintenance punch list. Russ Jennings will do this. It was agreed that the Committee would wait until they (Lusi) reach substantial completion before taken more action on the punch list issue.
 3. *Substantial completion*
Kevin is still "shooting" for the end of January.
 4. *Update, discussion, and action relative to longer term construction schedule*
This was already covered through discussion on other items above.

GENERAL DISCUSSION

Mark Brizard stated that he has been on several walkthrough's with everyone and he just wanted to say that it is coming to a point now that he can say the Committee got a "really big bang for their buck". With everything coming together, the new media center, gym, administration building, you can really see it.

ADJOURN

A motion was made by Mark Brizard and seconded by Andy Auclair to adjourn the meeting at 9:15 PM. With no further discussion, the vote in favor was unanimous.

MINUTES APPROVED BY:

David Brunetti, Committee Chair

Mark Brizard, Vice Chair

Date: _____

Date filed with Town Clerk: _____

Next Meeting Date: Tuesday, January 9, 2007