

**Town of Hull
Building Committee Meeting
Thursday, February 8, 2007**

In attendance:

Cathy Bowes/Committee Member	Debbe Bennett/Support Staff
Paula Delaney/Committee Member	Jim Griffin/Support Staff
Paul Dunphy/Committee Member	David Twombly/Support Staff
Patrick Finn/Committee Member	Kathleen Tyrell/Support Staff
Chris McCabe/Committee Member	Jim Lampke/Support Staff
Jay Meschino/Committee Member	Peter Lombardo/Support Staff
John Reilly/Committee Member	Judi Saide/Support Staff
Kevin Richardson/Committee Member	Scott Dunlap/Ai3
Dr. John Silva/Committee Member	Troy Randall/Ai3
Jim Tobin/Committee Member	Steve Rusteika/PMA
Dave Walsh/Committee Member	Eric Lowther/PMA

Absent:

Bill Dwyer/Committee Member
Charlie Ryder/Committee Member

The Building Committee meeting was held in the Selectmen's Office at Town Hall, and the meeting was called to order by Chris McCabe at 7:10pm. Chris McCabe noted John Reilly should be arriving shortly and he would start the meeting in the meantime.

1. **Approval of Today's Agenda:** *Kevin Richardson made a motion to approve the agenda. Jim Tobin seconded the motion. All approved.*
2. **Approval of Minutes:**
 - December 14, 2006, Open Session minutes. *Pat Finn made a motion to approve the December 14, 2006, Open Session minutes. Dr. Delaney seconded the motion. All approved.* Cathy Bowes abstained from the vote.
 - January 11, 2007, Open Session: *Dr. Silva made a motion to approve the January 11, 2007, Open Session minutes. Jim Tobin seconded the motion. All approved.* Dr. Delaney abstained from the vote.
3. **Owner's Project Manager Report:** Eric Lowther distributed the monthly update to the Committee members. Eric Lowther said as of the end of January they are 196 calendars days into the project, which is approximately 25% of the contract time. The forecast for February includes a new heading and during January, ten issues were closed due to the execution of Change Orders. Eight Change Orders are pending and seven were issued to the

architect. One Change Order was withdrawn. Eric Lowther reviewed the Scheduled Success chart. He explained the first two columns represent what was forecasted for December vs. January. For December the actual start success percentage was 41% and in January it increased to 76%. The finished success increased in January to 53%.

He said they are working their plan in large part. Under the Cost Summary the contract value is \$21,649,464.61. The net payable to date is \$4.6 million and the remaining balance is \$16,961,670.10. The narrative of the critical path is consistent and has not changed dramatically. In January they conditionally accepted the submitted schedule. On the second page of the report is a chart of TLT Planned vs. Actual cash flow. The green line indicates the early cumulative and the red is late cumulative. He said we want to be in between. The top chart is cumulative and the bottom is the monthly totals. The next page contains a chart of RFIs thru January and for December and January the number of RFIs was consistent with 16. The pie chart pertains to RFI return response time. The architect continues to respond well with a majority of responses within 15 days or less. The average manpower was about 39 workers per week. There is 76% of the contingency remaining with 24% of the contract time elapsed. The next page of the report contains photos for January representing the progress to date. He noted the membrane roofing has been installed on buildings C & D, which is a very positive thing as they do finish work inside the building.

Steve Rusteika gave a budget update and pointed out the project Change Orders for TLT under the pending column increased from approximately \$30,000 to \$97,000 with open issues they are working on to resolve. At the bottom of the report under Owner Costs, five items were added this month. He said the project is about 25% completed and 24% of contingency has been used and about 9.5% on construction.

Pat Finn asked Eric Lowther if the project is on schedule and if next September the kids would be in the new addition. Eric Lowther said yes.

Paul Dunphy asked about the battery operated CO detectors. David Twombly said they were recommended during construction but are different from the ones that would be hardwired.

- **Approval of increased cost for the CO monitors that the Fire Department wants installed:** In the past we discussed the CO detectors would be roughly a \$5,000 item, which was a guesstimate. However, it looks like it will be approximately \$7,000-\$10,000 now so they wanted to bring it to the committee and get approval to go forward. David Twombly said based on the construction meeting a couple weeks ago, they identified 14 areas for the CO detectors to be installed and it had been only 5-6 detectors and that is why the costs escalated. Ai3 wanted the SBC to approve before proceeding to work with TLT. Scott Dunlap noted that is the engineers estimate and it was flagged as a concern because initially the committee was told it would be three detectors and it expanded to 13 and it is more money than the committee discussed. *John Reilly arrived.* John Reilly said the Fire Inspector brought this up as an idea and we agreed to get his input but just

because fourteen detectors are recommended we may be able to get by with less rather than doubling the price since it is not a requirement. John Reilly said he would recommend input from the State Fire Marshall as well since it has escalated. Chris McCabe asked if these are over and above the contract. Paul Dunphy said they are not required. Steve Rusteika said this was a suggestion from the Fire Department. Dr. Silva asked if they are talking about monitors for the entire building and he agrees with John Reilly to consult with the Fire Marshall. David Twombly said Andy Thomas told him he would bring it to the State Fire Marshal and let us know. David Walsh noted the \$7,000 to \$10,000 is just an estimate and conceivably it could come back as \$15,000 or \$20,000 so what John Reilly said makes sense. Pat Finn asked if this would it slow things down. David Twombly said if this isn't wrapped up soon it could. They are roughing electrical now and need to get started. Chris McCabe asked if we would have something by next Tuesday. David Twombly said he couldn't say but he doubts it. Scott Dunlap said they could issue the proposal to TLT but they just wanted to flag it because it appears to have expanded but they did not want to proceed before the committee knew it included 14 detectors. They can get the pricing and in the meantime while getting confirmation that that many are required and later make an adjustment. John Reilly said what we were told was this is not a code requirement right now so maybe we should go back to the original motion specified. The structure is not going to be slept in regularly, unless if it is used as shelter otherwise it is being over designed. Paul Dunphy said if he can get the new marked up drawings he could get it reviewed very quickly by a fire protection engineer. Troy Randall said he has it and gave Paul Dunphy a copy. Paul said he would get together with Captain Thomas on it and hopefully have something by the next meeting.

- **Formalize a procedure with the Committee for change order work that needs a decision in lieu of waiting for SBC meetings:** Steve Rusteika asked what is the formal procedure to follow in the field when these things come up. He asked if David Twombly has authority to a certain level. Dr. Silva said the policy of the board has been the sub committee of the Chairman, School Superintendent and Town Manager has the authority to make quick decisions, if needed immediately. John Reilly added the Owner's Rep had the authority up to \$10,000 on the high school project. Steve Rusteika said he does not know if they (PMA) have been given that authority. John Reilly said that worked in the past and he has no problem with that going forward. Steve Rusteika said they will not act on their own and wants to make sure there is an agreement because other things will come up or if a (SBC) meeting gets cancelled, it could have an impact on the project.

Dr. Silva said a motion should be made to authorize the three members of the sub committee to make decisions with a cap of \$10,000. Pat Finn said he thought the \$10,000 was the authority of the Owner's Rep when he put things out to bid; he never remembers a sub committee approval. Dr. Silva said the motion authorizes the sub committee to approve something presented by the OR up to \$10,000. Pat Finn noted the Committee meets every two weeks. Steve Rusteika said it would be more of an issue during renovation of the existing building.

Dr. Silva made a motion to authorize the three members of the sub committee (SBC Chairman, School Superintendent and Town Manager) to make decisions between SBC meetings for appropriation of funds up to \$10,000.00 in an emergency. Pat Finn seconded the motion for discussion purposes.

It was noted that the Committee is not going to know that actual price of a change unless it is a Change Order. Chris McCabe said this would be an exception to the rule and if we run into a problem we can reconsider it. However, during the renovation we will run into the unexpected issues that would need to be resolved without waiting until the next SBC meeting. Scott Dunlap noted the OR authority originally came about for the Memorial School project when there was a cost implication if a decision was delayed. Steve Rusteika said as an example the CO detectors issue; Ai3 was not comfortable issuing a proposal request since it doubled in price. **All approved.** John Reilly took over as Chairman.

- **Change Order #3:** Change Order #3 includes eight items and copies were distributed to the committee. It includes three items that relate to credits for overhead and profit from a past Change Order where they charged 15% but are only allowed 13%. It also includes a charge (\$6,764.96) for modifications for underground drainage, furnish install a gypsum soffit (\$379.08), provide a chase at the south west corner to close a 5 inch gas line in the kindergarten spaces (\$504.67) and modification initiated by the Sewer Department for modifications to the manhole cover (\$545.11). The total for the Change Order with credits and additions is \$3,270.93. **Dr. Silva made a motion to approve Change Order #3 in the amount of \$3,270.93. Chris McCabe seconded the motion.** Pat Finn asked if this has to do with the catch basins the DPW requested. Troy Randall said it is completely independent. Troy said Ed Petrilak provided a sketch for us to include and the engineer reviewed and approved it, it is a slight difference from the 6-inch sewer line out of the invert. He said Ed Petrilak felt it was necessary to slightly modify that connection. Pat Finn asked if this is based on Ed's opinion. Troy Randall said it was a field condition that resulted in this adjustment.

Paul Dunphy noted there is a letter dated November 27, 2006 from INCOR Group included with CO #3 and in the third paragraph it says the "specification calls for abrasive blasting of the mastic, however, it appears that Hazardous Abatement Services, Inc. abated the mastic in the five rooms using chemical solvents..." Paul Dunphy said there was a company that did not follow specification and we are correcting mistakes so can we go back after them and back charge it. Troy Randall said he would have to talk to someone to find out what the circumstances were. One company did abatement that was not to specifications and another did the abrasive blasting because chemical abatement was done and it was speced to be abrasive blasting. Troy Randall said he would take a look back but this is actually a credit to the town for all this work in the amount of \$4,167.94. Paul Dunphy asked if we should be getting more than that. Pat Finn asked if

PMA should know that. Dr. Silva noted in a later paragraph it says they did not follow specs. Pat Finn asked if PMA looked at this. Steve Rusteika said he is sure Scott Libby did. David Walsh asked if for the work to be redone would it exceed the credit amount. *Judi Saide entered meeting.*

Jay Meschino said the cover sheet says the credit is for the markup. Scott Dunlap said the credit is for abatement work credit but the contractor did not do everything and TLT's contractor had to do it to spec. Jay Meschino said Paul's point was should we seek something from the company that did not do it correctly. David Twombly said Hazardous Abatement Services did some of the asbestos remediation, as part of the mold remediation during the summer and this is credit is related to that. The TLT contractor still did a lot of work in those classrooms and put in negative air pressure. David Twombly said this initially was done during August during the mold remediation for the three classrooms but it was not done to specs, they just did what they needed to do to get the mold remediation complete. Scott Dunlap said the only thing TLT's contractors is saying is the work done at that time did not include all the items they had to remove as part of the contract and they still have to mobilize in that space. Jay Meschino asked what would have been the full credit. Scott Dunlap said it is not like the first contractor did do it imperfectly, it was they just had a different objective. The first contractor's objective was to get the rooms cleaned up. John Reilly said it seems like a reasonable credit, the total cost was \$10,000 but mobilizing is a huge part of the total cost so this seems like a fair credit. Paul Dunphy said after hearing the conversation, he agrees. David Twombly added the key part is they still have to mobilize first. *All approved Change Order #3.*

4. Architect Report:

- **Jacobs School**

- **TLT Construction – Application for payment #7.** Troy Randall noted pay req #7 was included in the SBC packages (warrant #472). Troy Randall stated this is for construction services provided for the month of January in the amount of \$1,211,311.44, which brings the total completed and stored to date to \$4,932,885.96. A majority of the items are masonry, plumbing, electrical, roofing exterior sheathing, metal studs. This pay req has been reviewed by PMA and Ai3 and they recommend approval. *Chris McCabe made a motion to approve TLT's Payment Application #7 in the amount of \$1,211,311.44. Paul Dunphy seconded the motion.* Dr. Silva asked if there is a retainage. Troy Randall replied, yes. *All approved.*

5. Fiscal Report:

- Warrant #472 was presented to the Committee containing Payment Requisition #7 from TLT Construction in the amount of \$1,211,311.44 for construction costs through January 31 at the Jacobs School. *Chris McCabe made a motion to approve Warrant #472 in the*

Town of Hull
 Building Committee Meeting
 Thursday, February 8, 2007
 Page 6

amount of \$1,211,311.44. Dr. Delaney seconded the motion. All approved Warrant #472 in the amount of \$1,211,311.44

- Warrant #469 was presented to the Committee containing five invoices for the high school totaling \$6,412.77.
 - One invoice from Ray Sarno Electric in the amount of \$525.00. Although the invoice is for replacement of two light fixtures in the gym, one of the fixtures was necessary because of water infiltration. Tom Gould documented this problem back in March/April and copies are attached to the warrant. *This invoice will be added to the back charge list.*
 - Two invoices from Architecture Involution totaling \$3,132.34 for additional services (\$3,050.00) from January 1 thru January 31 (*This invoice will be added to the back charge list*) and reimbursable expenses (\$82.34).
 - Two invoices from Gale Associates totaling \$2,755.43 for Roof Consulting Services as part of the original contract (\$375.43) and additional services (\$2,380.00) during December. *These invoices will be added to the back charge list*

Dr. Silva made a motion to table warrant #469 until Tuesday's (2/13/07) meeting David Walsh seconded the motion. All approved.

- Warrant #470 was presented to the Committee containing five invoices for the Jacobs School totaling \$10,451.94. *PMA has also reviewed these invoices.*
 - One invoice from FedEx in the amount of \$17.00 for shipment of submission #3 to the MSBA.
 - One invoice from Nantasket Paint & Hardware in the amount of \$149.94 for six battery-operated CO detectors, as recommended by the Massachusetts Department of Public Health during construction projects.
 - One invoice from WatchAll in the amount of \$225.00 for a monthly exterior rodent control application done on 1/12/07.
 - One invoice from Hull Public Schools in the amount of \$10,000.00 for mold remediation that was completed in the modular classrooms during the summer. This figure represents the work done exclusively in the modulars.
 - One invoice from David Reinks in the amount of \$60.00 for videotape/cablecast services at the 1/11/07 SBC meeting.

Chris McCabe made a motion to approve Warrant #470 in the amount of \$10,451.94. Pat Finn seconded the motion.

Chris McCabe noted the \$10,000.00 for work done by Hazardous Abatement does not have information contained on the invoice that specifies what they did. It does not say

what they did and that will not pass the audit. He asked if we could get supplemental information such as man-hours, material, etc. so it could withstand an audit, it would be in our best interest. John Reilly asked if the committee would approve the warrant subject to obtaining that information. Jim Tobin asked if this payment is going to the School Committee. John Reilly said the School Department -- they already paid for it. Chris McCabe asked if this is the first of other invoices to come our way. David Twombly said this was taken from the original bill and they broke out the costs associated with the modulares. Paul Dunphy asked if this violates any bid laws. David Twombly said at the time he consulted with Chris McCabe's office and Marcia and because it was an emergency situation they could not go out to bid. They did apply for a waiver from the State. Paul Dunphy asked if this is the responsibility of this project, shouldn't it have gone through TLT. David Twombly said in hindsight it would have been better that way but this happened on July 18 and the contract with TLT was signed later. They did not have time to find out who was doing abatement. Pat Finn said he would like to completely remediate the modulares and asked if that would have to go through TLT. Scott Dunlap said the Town could remediate any way they want. Chris McCabe noted if the modulares are moved off the sight for another purpose they would no longer be part of the Jacobs project. Jim Tobin noted the modulares are not standing up to the audits anyhow. David Twombly stated the price quotes to remediate are between \$18,000-\$30,000. John Reilly asked if the committee wants to approve the warrant subject to David Twombly getting that information. ***All approved payment of Warrant #470 in the amount of \$10,451.94.***

- Warrant #471 was presented to the Committee containing six invoices for the Jacobs School totaling \$49,518.28.
 - One invoice from PMA in the amount of \$19,263.34 for project management services during January.
 - Five invoices from Ai3 totaling \$30,254.94 for professional services during January (\$18,371.31), reimbursable expenses (\$285.88), and additional services related to the additional sewer manhole (\$569.25), and additional services by UEC (\$8,740.00 and \$2,288.50).

John Reilly asked if the Ai3 invoices could be combined. Debbe Bennett noted for audit preparation, it's easier to keep them separate. Chris McCabe asked if we need to use so much UPS. Troy Randall noted they hand deliver a lot of material too, whenever possible. Scott Dunlap said the issue is in the shop drawing review process, there are thousands of submittals and spec sheets on material in full size shop drawings, and all have a quick turn around to meet requirements for approvals. If they have an opportunity to deliver them when on the site they do so but if it will be more than three or four days they send them UPS.

Dr. Silva said there is an invoice for \$569.25 for John G. Crowe Associates with an e-mail attached authorizing them to proceed. David Twombly said this is what we talked about earlier, that was just giving permission to proceed to redesign the sketches. Chris McCabe noted the manhole design change was at the Town's request.

Chris McCabe made a motion to approve Warrant #471 in the amount of \$49,518.28. Dr. Silva seconded the motion. All approved payment of Warrant #471 in the amount of \$49,518.28.

Floor Scrubber: David Twombly informed the Committee that they purchased the floor scrubber machine, which the Committee approved recently (1/11/07). The cost was \$7,350.00, which is more than anticipated and it will come out of FF&E and they will make adjustments to that portion of the FF&E. They will have this machine before the February vacation.

Exhibition Room wall at Memorial School: David Twombly updated the Committee on the wall needed in the Exhibition Room at Memorial School. He said they will do it in-house and will put up the wall. The SBC would be asked to pay for the cost of the material and electrical work that will be done by Sarno. Their hope is it will be below the \$1,500.00 approved the SBC. Pat Finn noted the motion was specifically to get three bids. David Twombly said he believes that was if it was going to exceed \$1,500. John Reilly said that would only be applicable if going outside. ***Cathy Bowes made a motion to rescind the previous vote regarding construction of the temporary wall (1/11/07). Dr. Silva seconded the motion. All approved. Jay Meschino abstained.***

Cathy Bowes made a motion to approve in-house construction of the temporary wall in the Memorial School Exhibition room. Pat Finn seconded the motion. David Twombly added that Peter Lombardo agreed that a fire rated door was not needed. Chris McCabe noted this would come out of the Jacobs' contingency. Paul Dunphy requested that the Building and Wiring Inspectors take a look at the construction. David Twombly responded that is why they needed an electrical switch because the electrical inspector required it. Jay Meschino noted the original motion was to approve the plan presented and not more than \$1,500. ***All approved.***

Change Order #14: David Twombly informed the Committee that they received a potential Change Order for four electrical latches and hardware, which would be used in a lockdown situation. The cost is \$17,283 and it is to provide power to the four doors and electrify the latch for the aiphone system. They are looking for SBC approval to make the change. John Reilly said in the future he recommends sending an e-mail to the committee prior to the meeting on things like this. David said they are just looking for direction. Judi Saide said she needs to have further discussions with Daren Sawyer about this because prior to this Change Order coming out she had two or three separate meetings with Daren, Scott Libby and Brander Alarm, who is doing the CCTV and

aiphone. When they discussed it with Daren we were clear about who owns what. We were clear with TLT and Daren about our end of it. TLT owns the door and the strike within the door and Brander owns the aiphone. Judi said when this change came in she felt they should have taken this into consideration and she did not believe it was going to be a change or an add -- she believes it should be part of the base bid. Scott Dunlap stated this was not part of their base bid. Essentially what is being asked for is to electrify four locations at four different entries, the main door, the back area door, central administration and at the café. You are looking to electrify four locations and this means conduit and wiring needs to be run from that one central location for that purpose all through the school and down into the doorframe and change the panic device to an electrified device from a manual device. The bolt retracts which is completely different from a manual device. Of the \$17,000, about \$12,000 is just the electrical work through conduit to the four locations and about \$6,000 is for changing the panic hardware from manual devices to electrified devices. Those are pretty expensive devices and all prices seem reasonable since it is a substantial change. Scott Dunlap said they did own door hardware but it was manual hardware and not wiring and to make them all electrified is an extensive proposition. John Reilly asked Scott to explain "electrified". Scott Dunlap said on the typical door, when you push the crash bar, the bolt retracts. An electrified device has an electric unit within the crash bar so that when energized it pulls the latch back and has wiring going back to the main office. In the main office there is a camera so when someone comes up the office staff can see them and they can push a button to open the doors. This allows you to keep the building in lock down mode all the time and allows the school to electrically do it at any point in time for a period of time or just one person at a time to release the outside door. You can keep the entire perimeter locked down without having to manually lock it. John Reilly asked if it would be easier to just keep it locked down which is more important than unlocking it. John Reilly asked what happened with the buzzer device. Judi Saide said she thinks they need to sit down one more time with Brander because her understanding was CNM was going to provide the sleeve and Brander would provide all cabling for the aiphone in the shipping area, superintendent's area, etc. and just the door hardware and electrical piece of the door was going to be supplied on your end -- this needs to be clarified. John asked what is the benefit. Judi Saide noted that is the same equipment that is at the other schools. Judi Saide said she is not clear if they are including all the wiring in this price because she is including that with Brander's contract, CNM was just putting sleeves in for him.

Jay Meschino said it sounds like you want to keep the school doors locked at all times and electrically unlock them to let someone in and does not affect an emergency exit so it does not really sound like it is a needed thing. Judi Saide said the doors are unlocked when the students arrive in the morning but are locked once the school day begins. When someone comes to the building they have to come to the front door, push the buzzer, and when someone in the office sees who it is they let the person in. Jay Meschino asked why not just have this at the one front door. Judi said another door is the receiving door and someone making a delivery would sign in at the main office but then would drive

around to receiving to make the delivery. This way that receiving door can be unlocked from the main office. Jay Meschino asked if there is a person to meet them at receiving because a custodian should be there. Jim Griffin noted all doors are locked by 9:00am. Judi Saide said with this equipment, when someone comes to receiving first and rings the bell, the office staff can then tell them they need to come around front and sign in, otherwise someone could just let them in. David Walsh asked if this is designed similar to the other schools. Scott Dunlap noted the security is the same as at the other schools. David Twombly said we need to remember Central Administration will be at the school which would allow entry though the gym and we need to also have one at that location because traffic will come in from both areas. Jay Meschino said he doesn't think it's needed. Kathleen Tyrell said visitors go up to the door with the security camera and have to ring the buzzer and wait to be allowed in. If someone were in Central Administration they would need to walk around to the main entrance. Dr. Delaney said it is impractical to think we can escort every person around the building so we can never be too secure in schools and would not want to risk it. Judi Saide said the camera system is part of what opens the door, and one is being used at Jacobs now. She has seen them buzz in as many as 50-60 people within an hour or two and it would be unrealistic to expect the office secretaries to keep going out to open the doors and answer phones. Judi Saide said they could get hundreds of people every day coming to these doors. David Walsh noted the Change Order is in the amount of \$17,000 and all administration work is not a reimbursable expense anyway. Dr. Silva asked why four doors, and not two, and suggested putting up signs saying they can enter only from the front door. David Twombly noted there could be 5-6 deliveries in an hour. John Reilly said he would like clarification on the \$17,000 figures because he thinks it is more than it should be. Judi Saide said she would like to take it off the table to clarify the figures, which she could probably do next week. Judi said her understanding is the four locations are the front main entry, central administration, receiving area and a separate door for handicapped access. A handicapped person cannot go to the front entrance. Judi said she needs to clarify that and the cost and then will come back with real information.

Paul Dunphy said it bothers him to hear that one person is taking responsibility for buzzing in 100 people and recognizing someone through a camera and letting them in. He feels it is lessening security. Paul Dunphy asked the police chief to weigh in on this. Judi Saide said the aiphone is standard for schools and is what other public schools have. Judi Saide said she would ask the chief to weigh in. ***Dr. Silva made a motion to revisit this at the next regular meeting and have the School Department and Judi Saide come back with a concrete proposal including the cost. Pat Finn seconded the motion. All approved.***

6. Town Manager's Report:

Chris McCabe asked the Committee to familiarize themselves with the high school budget spreadsheets since this would be discussed at Tuesday's meeting (2/13/07).

7. Superintendent's Report:

Update on Jacobs School Technology: Judi Saide informed the Committee that she has signed the contract with Brander Alarm for the CCTV and aiphone and they were also the lowest bidder on the high school project. She has met three times with Brander, TLT, PMA and CNM and they will start next week.

Judi Saide informed the Committee that they have gone out to bid for the infrastructure portion of the technology and they would like to award the contract under the ITOC9. Judi said Sullivan & McLaughlin was chosen based on excellent references from the Town of Somerville. She said they were very professional and she did a site visit to review work at other locations and she was impressed with it all. They have a large staff in the communications area and have 138 employees who do the cabling. Judi said on this particular project it would be important to not hold anything up. They have agreed to CORI all of their staff. They have also worked with CNM before and everyone is good with each other and it will be a good marriage for the project. Their bid is approximately \$15,000 under the other bids and they want to establish a relationship with the town to get in on the voiceover IP. Their office location is by Neponset Circle she would like to award the bid tomorrow. Judi added they also met with John Jordan of Ai3 who was impressed with them. Judi said she feels Sullivan and McLaughlin is a better fit for this particular project.

Judi Saide informed the Committee that they had a meeting with the construction group and discussed the concerns with the cable tray. They will have a 14" cable tray and with CNM and Brander she had concerned that the tray would be too full and last man in would not be able to fit. So Scott Libby asked if she would sit down with CNM to get numbers together and figure out how to resolve the issue. She met with CNM, Brander, John Jordan and Sullivan & McLaughlin and now CNM agreed to pull 6 2 1/2" pipes across the center of the gym and will pull the clock and speaker wire through the pipes to free up space in the cable trays. They are already putting up the pipes. They all felt that would be a good fit.

Judi Saide noted that originally they planned to cable the gym during phase 2 if the gym was converted to classrooms. However, per Scott Libby that is off the table so they now have no intention to do additional cable in the gym. She just wants to get clarification that is off the table. She was told it is off the table. Judi added the superintendent's conference room would be cabled as a temporary computer lab for the phase change.

Paul Dunphy said he is familiar with Sullivan & McLaughlin and they are very reputable and a good choice. Chris McCabe asked what Sullivan & McLaughlin's bid price was. Judi Saide said she does not have an exact figure yet because we pulled some items out of their contract yesterday that was in CNM's contract. As an example, the voice is under

Signet and typically voice is pulled with the data and they included that in the contract. Sullivan & McLaughlin needs to rework his numbers but his estimator could not finalize it by today. Judi Saide said she would have a number next week.

Dr. Silva made a motion to award Sullivan & McLaughlin the infrastructure work contract at the Jacobs School. Dr. Delaney seconded the motion. All approved.

Steve Rusteika asked if this is all within the budget. Judi said yes, the architects gave her a number for technology and only the CCTV is coming out of contingency. She added they are doing this under ITOC9 so we don't have to get multiple bids and possibly an inferior product.

Dr. Silva asked that the high school baseball field be put on the agenda for Tuesday's meeting. He said nothing has been done on the field and the baseball season will be here soon so we should be discussing it.

Pat Finn asked the status of the modulares. John Reilly said we have two options, clean them now or clean them later or a third option is to sell them as is but they would not get as much money for them. Jay Meschino asked if we got firm values for them "as is" vs. if we remediate. Jay Meschino also asked if the original intent was to sell them at the completion of the project. David Twombly said there was talk about using them at Town Hall if that was ever renovated or at the recycling site and even the police department has expressed interest.

David Twombly said the possibility of TLT occupying them was brought up at the last construction meeting and TLT was suppose to get back to Scott Libby but hasn't yet but that is still in the pipeline. Jay Meschino asked if we could investigate selling/remediating them. Chris McCabe said it makes sense to canvas our own departments to see who would be interested in using them. If the Town can make good use of them, it is in our best interest to get them cleaned up and do something with them right away. John Reilly said the longer we wait the worse the condition becomes. Chris McCabe said the low bid is \$18,000 to clean them up and asked if they meet State sanitary requirements. John Reilly asked if this also includes preventing the water infiltration, changing insulation, etc. David Twombly said he has to go back and look at the actual bid but he believes so.

Paul Dunphy asked if the Town or the School Department owns these. John Reilly said the School Building Committee owns them. Before anything could be done with them they would need to be turned over to the Town and the Selectmen need to declare them surplus property. Then either they have to be put out to bid to be sold or if there is another municipality they can be transferred. Paul Dunphy asked if there is a place they can be relocated while we decide. He said that space is valuable in the next phase. Paul said he would like to see them moved now. John Reilly said the idea of the site of the old

church where the new library will go has been thrown out. Paul Dunphy said the contractor has to pay for moving them so lets move them and then work through the other departments and then work through the process. John Reilly noted they are very expensive to move so you don't want an intermediary stop; they need to go to their final destination. David Walsh asked what is the final destination if you plan on selling them. Whoever buys them is who is responsible for picking them up from wherever we moved them to. John Reilly said we need to determine where we want them and explore if anyone wants to buy or transfer them right now. Chris McCabe said we can get moving on exploring our own municipal reuse now and at the same time we are cleaning them. Chris McCabe note parking at Town Hall is a problem during the day so to take up space there with the trailers will not work too well. He said let's find out but that should not delay cleaning them.

John Reilly noted the cabling is in trailers. Judi Saide stated all the data and Internet access, the network, the file servers have been redirected during the summer out into the back trailer so that while doing the construction work that is protected. The intention was that it would stay there until the MDF is built in phase 1. So until springtime if you move those trailers, it would cut them off from all of their network connections, Internet, e-mail and phone systems unless they are rewired again. John Reilly asked if that trailer is freestanding -- if the others were taken away. Judi Saide said they are all connected and the cabling runs through the hallway.

Dr. Silva said the original plan was for the School Building Committee to use them until they no longer were needed and the town would make a decision about if they wanted to keep one or two or all of them. That would encompass the Town Manager meeting with the department heads to determine the usage of the trailers. Dr. Silva added, a few meetings ago extra drainage work was authorized to alleviate problems on Christina Road. We were told the other day by DPW this is being delayed because of the presence of those construction trailers. Dr. Silva said we should check to make sure the bid for \$18,000 includes everything and direct Town Manager to recommend a site to move them to with the thought always kept in mind that there may be another final destination.

Pat Finn read from the last meeting minutes "Charlie Ryder said if the cost to remediate the mold is \$18,000, we could put administration there and save \$42,000 in rent at Hadassah Way that is one possible solution." Pat said we now asked Scott Libby to ask TLT to take the trailers because we changed our mind to remediate the mold. Now TLT can move into the modulars and clean them up and leave them there maybe we can get school administration in there. Because the minutes said they are not going to be moved until the summer and TLT does not know where they will move the construction trailers to, we only know closer to the building. Pat Finn said just clean them up and see what happens from there and see what TLT says. David Walsh said space is the issue everywhere. We have been told this would move the project along for a stock area. He asked do you want to clean them up. He does not know what it entails or how many

vehicles it will take to move them off the site and move the construction trailers. What is involved with cleaning them on site and maybe it would be best to do that off site.

Peter Lombardo said based on a conversation with the contractor a couple weeks ago, they said they had no plans to move the trailers during the entire project. As far as the drainage goes, they were planning to move one of the trailers to install the drainage pipe and were not anticipating doing that until the end of March/April when the weather gets better.

Jay Meschino said he believes there is significant value in them so move them immediately to the best site, clean them and don't let anyone use them and then determine what we can get for them or where they should go. Dr. Silva said he brought up possibly moving them to the library land or the School Department could occupy them but that is their choice. Pat Finn said Judi just explained the cabling is running there. Judi Saide added at the end of phase 1 they could be moved as soon as the MDF. Pat Finn suggested cleaning them up right where they are so a location decision does not have to be made. Judi Saide noted TLT did walk through with David Twombly and herself and they seemed really happy with it. They did not seem concerned about the mold situation. It is a nice location with bathroom facilities that they don't have now.

David Twombly noted TLT has to move them but he is not sure if they have to set them up. One of the issues is when they were moved from the high school to Jacobs they sat for a little while. Someone would have to read the contract document. Scott Dunlap said they will move them whenever you want but they don't own setting them up.

Dr. Silva asked if the remediation quotes are from an environmental company or an industrial hygienist. David Twombly said he could show the Committee the three quotes he has received.

Paul Dunphy said if they are moved after they have been cleaned we will have to clean them again because he does not think they are tight to the weather. He urged not spending money on them until they reach their final destination. Paul Dunphy said we have to make them tight to the weather. Cathy Bowes said they were shrink wrapped when moved to the Jacobs site but they sat there for a long time and were exposed to the elements and that may have contributed.

David Twombly asked if we are cleaning them. John Reilly told him to not do anything yet. David Twombly said they hope to have an answer by Tuesday night but will try to pressure TLT to make a final decision. Steve Rusteika said he thinks TLT is hesitant to take them as is but if they are cleaned up you have many more options. ***Pat Finn made a motion to clean the modulars up. David Walsh seconded the motion.*** Pat Finn said we have employees working there and a hardwired operation that can't be relocated. David Twombly suggested tabling the discussion until Tuesday. Jay Meschino said if we clean

them we need to protect them. Jay Meschino asked if the quote includes stopping the water. David Twombly said he believes it includes stopping the infiltration but will check. John Reilly said his concern is when they are broken apart to be moved and put back together again.

David Twombly said he will have an answer from TLT and will bring the three quotes on Tuesday. John Reilly called for the vote. *Paul Dunphy made a substitute motion to table the discussion until Tuesday (2/13/07). Kevin Richardson seconded the motion. The vote passed 10 to 1 (Pat Finn).*

8. **Old Business:** None this evening.
9. **New Business/Submission of Agenda Items:** Paul Dunphy said under New Business sometime in the near future he would like to talk about maintenance and get some type of report from the School Committee about how much they are putting in their budget and what they're budgeting. Dr. Delaney said they could tell him what they want to put into the budget. Paul Dunphy said we want to protect our investment we've got leaks and problems the School Department has never seen before and we are turning over more technical systems that need maintenance. Dr. Delaney said she understands that but they were given the charge of presenting a level funded budget, which is really a cut and will do their best. Paul Dunphy said he thinks maintenance in these buildings is a lot different than what they have had in the past. John Reilly said we talked about this in the past and he thinks it goes beyond this committee and maybe we should send a request to the School Committee and Board of Selectmen and representatives from this committee to get together to talk about this once and for all. This was talked about at a Town Meeting and Chris tried to get a town-wide facilities manager. It is time we get those committees and Advisory Board representatives to brainstorm to find out what can be done to better maintain not only the schools but also all town buildings. John Reilly said it would be appropriate now to entertain a motion to send a letter to the School Department, Finance Committee and Board of Selectmen to establish this committee of their boards to meet and formulate a plan. Paul Dunphy said he kind of agrees but committees sometimes analyze paralyze and we are in a situation where the School Committee is going to cut maintenance and a 50 year building is going to diminish. John Reilly said the functioning of our government is once these building are turned over they don't answer to us anymore, they answer to the School Committee and the Finance Committee and it all goes into the budget process. We really have to get all those entities on the same page, we have no authority to say we think you should bring on someone more or implement a maintenance program. This is a major change of how we look at our buildings and that is why we have to in the short term prevent things from happening but long term find a better way to staff these buildings and make sure everything is done according to schedule. David Walsh said he is surprised that this has not been implemented by the School Department because we had a large meeting in the high school auditorium before the projects started and he got up and asked that specific question. If we approved the money

would a program be implemented for periodical maintenance and at that time we were told that would be done. Now we are 2-3 schools later and we still do not have it.

Kevin Richardson said talking to other School Committee members there was a plan to approve a maintenance sub committee to do exactly what you are saying. Kevin said from a budget point of view we struggle with things like the football field putting money into that and the issues with boilers and the roof vents that were installed facing the ocean. It gets back to we are putting money into things that should have been fixed by the School Building Committee. Kevin Richardson said he and the School Committee acknowledge they need to be maintained but the town departments need to understand that they are bigger buildings and there is a lot more involved now. We are struggling with do we cut personnel or budget less maintenance. As a School Committee they are aware of it and are struggling with it now. Dr. Delaney noted we do, in fact, have a Preventative Maintenance program that Jim Griffin and Judi Saide have put together. The high school is problematic since we don't know what is our responsibility and what should have been done as part of the project. She assured the committee there is a preventative maintenance program and Jim Griffin either takes care of this himself or he contracts out. David Twombly added we have several contracts with the generator company, boiler company, and other vendors so that program is pretty much in place. One problem is with the punch list issues you feel like an air traffic controller. As an example, with the boiler problems, they had Keyspan, Sweeney and Rogers and Wilkenson telling them three different reasons why our boilers are not running so you don't know who to go to.

Paul Dunphy said he hears what everyone is saying but if you are going to level fund or reduce the maintenance budget you will be taking a step back with what the town has put into these buildings. Dr. Delaney said she could not agree more. The key is if they level fund it is taking a step backward and that is not only with the facilities that is also with personnel, instruction and supplies. They can take it all from personnel and put it in facilities if that is the wish of the community but we are also responsible for educating their kids.

Chris McCabe said it is important to identify what these costs are. A lot has been done so far but as we go forward it would be helpful to have a maintenance budget for each school so the townspeople know. There are going to be limited resources and we need to set priorities. He thinks the first step is to get a program in place and identify what the annual costs will be and be realistic about it. John Reilly said the first step is getting all the players in the same room. If you go to Town Meeting and ask for another \$100,000 to be added to the School budget for maintenance, they are not forced to use that money on maintenance. People that want to have their input immediately should go to the Advisory Board meetings. Anything and everything could be possible like hiring a company like Service Master to come in and clean these buildings or it could be adding more personnel or adding more equipment to cut down on man time. John Reilly said he does want to give praise where praise is due. The staff at Memorial School is doing pretty well whenever he goes in there it is clean. It is not a matter of cleanliness it is when a window is broken. John Reilly noted the front steps of the

Town of Hull
Building Committee Meeting
Thursday, February 8, 2007
Page 17

Memorial School still bother him. For years the custodial staff suffered with sub par buildings and now they are stepping up and showing pride in their buildings. John Reilly asked the School Building Committee members to bring this back to their respective boards.

Judi Saide asked for clarification of the gymnasium classroom conversion. John Reilly said it is not happening.

Dr. Silva said the School Department takes the major hits in town because they have the largest budget, however, what many people don't know is many of the programs are mandated by the Department of Education. When he was on the School Committee and they got down to the bottom line, the maintenance budget suffered. Dr. Silva said they have a lot on their plate and they have been asked by the Finance Committee to level fund, which is going back wards. He said he thinks the School Department has to present at Town Meeting what a maintenance budget will cost for the new schools and will have to put aside that money per school and stand up and defend it.

Paul Dunphy said he has been at the school recently and has seen how hard people work. The administrative people staying for these late meetings is way beyond what they would normally be doing if we weren't building schools and said he really appreciates the effort. Paul Dunphy said he has watched Jim work from sun up until sun down, he is one guy and he may need two guys and they need support.

John Reilly informed the Committee that the State Treasurer was in town on Tuesday with a check for \$4,077,000 for the payment as we go and by doing that it saves us about \$2.5 million in bonding fees and interest fees. The Treasurers Department has been great in revamping the program and he wants to thank him for coming down. The legislature stepped up and allowed him to bond the money to fund this program. John Reilly also thanks Senator Hedlund and Representative Bradley and everyone who had input. He thanked Debb Bennett for the ongoing audit submissions, which allow us to get our money.

Dr. Silva made a motion to adjourn the meeting. Paul Dunphy seconded the motion. All approved. The meeting adjourned at 9:18pm.

Respectfully submitted,

Debbe Bennett
Recording Secretary