

**Town of Hull
Building Committee Meeting
Thursday, September 6, 2007**

In attendance:

Cathy Bowes/Committee Member
Paul Dunphy/Committee Member
Patrick Finn/Committee Member
Phil Lemnios/Committee Member
John Reilly/Committee Member
Kevin Richardson/Committee Member
Charlie Ryder/Committee Member
Jim Tobin/Committee Member
Kathleen Tyrell/Committee Member
Dave Walsh/Committee Member

Debbe Bennett/Support Staff
David Twombly/Support Staff
Jim Lampke/Support Staff
Peter Lombardo/Support Staff
Scott Dunlap/Ai3
Scott Libby/PMA

Absent:

Bill Dwyer/Committee Member
Jay Meschino/Committee Member
Dr. John Silva/Committee Member

The Building Committee meeting was held in the Exhibition Room at Hull High School, and the meeting was called to order by Phil Lemnios at 7:07pm. Phil Lemnios noted the meeting is being held in the exhibition room due to another meeting scheduled in the space at Town Hall. We will move back to Town Hall for the next meeting.

1. **Approval of Today's Agenda:** *Charlie Ryder made a motion to approve the agenda. Dr. Tyrell seconded the motion. All approved.*
2. **Approval of Minutes:**
 - **July 26,2007, Open Session minutes:** *Paul Dunphy made a motion to approve the July 26, 2007, Open Session minutes. David Walsh seconded the motion. All approved.*
 - **July 26, 2007, Executive Session minutes:** Phil Lemnios noted the Executive Session minutes are available for approval but before released they would have to be requested and we would look at them for redaction. *Kevin Richardson made a motion to approve the July 26, 2007, Executive Session minutes. Charlie Ryder seconded the motion. All approved.*
3. **Owner's Project Manager Report:**

Phil Lemnios extended thanks to PMA for assisting in the smooth opening of the Jacobs School for that phase of the project. He said they came through for the town in exemplary fashion and worked well with the Town's personnel and architect.

Scott Libby informed the Committee that thru the month of August they got the building ready for the opening of school and going forward for the rest of the month they anticipate completion of the remaining punch list work. They are going to aggressively work on demolition of the existing building right now. They got the clean air clearance on the first floor of the existing building, which allows them to continue with demo. Abatement is well under way to allow demolition to proceed. Scott Libby noted the photos on the last page show what is involved with demo. They are taking out some of the masonry walls, the walls and ceiling get gutted and that is mainly what they are doing for the next 4-6 weeks and razing the existing entrance to build a brand new entrance. The current schedule submitted by the contractor has been reviewed and they concur that they are on schedule for phase 2 and, in fact, the anticipated completion date is eight days early. The original substantial completion date for phase 2 was August 22, 2008, and it is currently projected for August 14, barring any major Change Orders or unforeseen conditions. Scott Libby added, based on what they are seeing during demo, there should not be anything out of the ordinary. The Town has presently paid \$13.270 million with a remaining balance to complete of over \$9 million in construction. The graph on page 2 shows the TLT Planned vs. Actual Cash Flow and the green indicates the early finish schedule and blue is actual. They are trending at or above the early finish schedule. The bar graph below of cash flow correlates with the top graph.

Scott Libby said contingency has \$1.03 million remaining from the original budget. To date we have spent \$447,841 of contingency. It is broken into three categories: added design cost (\$45,559.21), added "other" costs (\$239,079.45) and added construction costs (\$163,204.25). Scott Libby noted that the projected value of \$163,000 includes range estimates for things like the retaining wall and the credit for the back landscaping being removed. He said we have actuals but there are also pending items that are out there that you need to know what the exposure is. Overall, we remain very healthy and he doesn't feel there will be anything to stop us, short of an act of God.

There were approximately 35 workers throughout phase 1 with peaks and valleys. He said in October you will see about 45 workers. The photos show they paved the road late last week so the school access is not on a dirt road and this will allow for snow removal in the winter and for better management of dust. The photos show demolition of the old café and that hydroseed has been placed.

Budget Summary: Scott Libby said since this was handed out a few weeks ago he has added new other costs such as the lunch delivery service, which was approved by the Committee in July, International Office Installation for the pre-school partitions and others. They have been tracking the bills and this is the current update of where we are. As a point of note we

are 61% complete from a schedule and dollars point of view are 53% through the allotted time. It is usually the other way around. The job is showing healthy progress.

Phil Lemnios said since they have hydro seeded the playfield and because there are water restrictions, can we talk to Aquarion to explain the situation to make sure we can get water there. Scott Libby said it is being watered presently and he does not know if TLT spoke with representatives of the water company. David Twombly said he did bring it up Tuesday and Don said we get a waiver because we are bringing in new grass. Phil Lemnios said he believes that is correct that there are provisions if you put in something like that and there is a substantial investment. David Walsh said when he drives through Hingham there are businesses with daily sprinklers going so if there is a water ban not everyone knows it. Phil Lemnios said we need to continue watering to ensure the investment. Scott Libby said they reiterated to the contractor that we would take nothing less than the contract requirements.

Pat Finn said he noted the catch basin closest to the play area, when the entire play area is complete; it looks like a good gully with a 3-4 foot swale and asked if maybe they can take a closer look. Scott Libby said that is how it is designed. Scott Dunlap said they would have their landscape architect take a look at that. Pat Finn said the School Department should look at also.

Paul Dunphy asked if the trees got resolved in the back. Scott Libby said some trees were removed from the site and three were relocated as discussed, adjacent to the canopy entrance. Phil Lemnios added what was ultimately determined the other night was implemented. Scott Dunlap said there were three trees that literally already were placed the morning they sent the change down that needed to stay in place because they were released from the burlap. If they absolutely have to be moved, he recommends that they stay there for now and wait to see if they take first because if they don't take, the landscaper will have to put them where you want them. A large majority was done in coordination with Daren Sawyer, Phil and everyone else involved. Scott Dunlap said he has a document showing what was modified that will be distributed tonight. Scott Libby said they issued a directive to proceed and the credit is in the process and it should not be an issue. They will plant the remaining tree during an upcoming holiday. *John Reilly entered meeting.*

4. **Architect Report:**

- **Jacobs School**

- **TLT Application for Payment #14:** Scott Dunlap presented Application for Payment #14 that was included in the packets in the amount of \$934,855.96. He said if you had a chance to look through it, you'd see a majority was for site work for phase 1 and wrap up of that phase. Phase 1 is at 97% complete in terms of the money and \$730,000 goes to phase 1 and the remainder is phase 2 demolition and abatement. Phase 2 money is 8% complete and the total project is 61% complete. This Application for Payment has been reviewed by PMA, Ai3 and TLT and this represents the final recommended version. It was noted it would be approved under Fiscal Report.

- **Change Order #6:** Scott Dunlap said Change Order #6 was also included in the packages. It includes five items totaling \$27,095.00 and he will briefly go through.
 - The first item is to furnish and install a new sewer manhole. They had a clean out between the new and existing building for the purpose of being able to provide maintenance on the system. The DPW wanted the full sewer manhole further outside the building for ease of maintenance. You can see it was negotiated and some of the T&M were modified to reflect a more accurate price and the final cost was \$6,051.
 - The second item is for modifications at the existing to the new second floor slab transition. Where the existing building meets the new addition the slab was exposed. Their drawings showed a simple concrete infill in the area but as it turned out what was really needed was a structural connection involving adding a steel angle, rebar and other modifications. After negotiating an appropriate price for that work the final amount was \$3,454.00.
 - The third item was to provide a 2-hour rated hollow metal door at the two elevators. He said their documents showed a 1-hour rated at both locations and the C door that was simply asking for a credit for the specified door and substituting a 2-hour door and paying the difference in price. Unfortunately the B door was on site already and we were unable to get a credit for that and it resulted in an add for converting it to a 2-hour door. The cost was \$1,388 for both doors.
 - The fourth item is to furnish and install hard board type insulation at the ductwork in the upper southeast corner of classrooms C141 and C241. These two classrooms, because of the difference in elevation between the new and old building, the mechanical system they were going to have some exposed duct work and lieu of dropping the ceiling below the ductwork they decided to have the contractor directly attach hardboard insulation and allow much more clearance resulting in a cost of \$1,445.00.
 - He said he believes everyone is aware of the substitution of the wood fiber chips in lieu of loam and seed and coming back next year remove and provide loam and seed. The final negotiated price on that was \$12,728.
 - The final item was to furnish and install a break metal closure at the curtain wall jambs at stairway #4. Stairway #4 is inside the existing building but adjacent to the new addition. Once the existing brick was exposed, they realized it did not wrap all the way around the gym to the inside of the wall surface and they had an exposed condition. The least expensive way to handle it was to install break metal continuously up the edge all the way from the top to the bottom to it make a neat condition. The final negotiated price on that was \$2,029.

All those items combined equal the total amount for Change Order #6. Paul Dunphy asked why we wouldn't have 2-hour rated door in the original design. Scott Dunlap said they made an error; it was included as a 1 hour. He said you are paying on the door that was not delivered on the site for an upgrade to a 2 hour door, the other door you are paying for an upgrade to a 2 hour door but you do have a 1 hour wood door on site worth a couple hundred dollars that you may be able to be reuse on site or at another school. The \$200 leftover wood door is the damage. Scott Libby said he has a log to account for all that and it is accurate. Paul Dunphy asked why we are paying for errors. Scott Libby said you have to pay for errors in design. He added they (Ai3) are doing a great job and you have spent minimal money on errors and omissions, less than 1%. Paul Dunphy said enough said. Pat Finn thanked Scott Dunlap for his candor.

- **Certification of Substantial Completion – Phase 1:** Scott Dunlap said they have issued the Certificate of Substantial Completion and the Committee has the front end document on that which essentially identifies the conditions under which you will be taking the phase 1 portion of the building which involves insuring that side of the building, taking responsibility for maintenance and security and specifically states that the general contractor remains responsible for all maintenance, security and control of phase 2 of the building. It also says specifically that you accept phase 1 of the building and declare it substantially complete with the understanding that the punch list items still have to be addressed and there is a full copy of the punch list available. There is a detailed punch list to make sure we account for every single item we want addressed. Doing a loose tally on it today there were about 1,750 items varying from interior items, to exterior items, to HVAC, to commissioning, to close out documents, etc. Scott Dunlap said he doesn't think this is a negative reflection on the phase one completion as much as it is just making sure that every possible item is accounted for. He knows the Building Department and School Department and others are assembling items they want to make certain are on the punch list. They will take those lists and incorporate the one that might be missing from the punch list. He said we have the opportunity to incorporate any additional items that may have been overlooked in the almost 100 pages of items. Scott Dunlap said as with the other building projects we want to be cautious and make sure any items put on the punch list are truly punch list items, not just things they want to have. Those kinds of additional items would be handled differently by the committee under a different set of circumstances because it would involve a cost. Scott Libby said although there are 1,750 items they are things like nail filler. He would said that at least 90% of this punch list has already been completed and he expects that within the next two weeks TLT will say they have completed and what they will do is a monetary punch list and if something is not done and for some reason they don't want to do it, we would then have a monetized punch list that would be held against retainage. The next step is the retainage release requests from the general

contractor for phase 1. In the next few weeks a monetized punch review will be done to determine the final items and dollar value. He added at least 90% of this list is complete and that is all very positive.

Phil Lemnios noted the School Department has included a memo that says they have reviewed the punch list and want to make sure vct gets added. David Twombly added there are also a couple windows that were listed on the punch list without screens and they walked it today and found five more. They did receive all the keys, however, they have not distributed them yet and they just want to keep that on the punch list until we can ensure they are all in working order. Scott Libby added even if work is not picked up and put on the punch list, it does not relieve the contractor from their responsibility. There is a secondary list of the remaining 3% of work. He said be assured that just because it is not on the punch list it does not relieve the contractor from supplying it.

Dr. Tyrell echoed Phil's comments earlier about how pleased we are. She asked David Twombly if the doors she discussed with him were on the punch list. David Twombly said he went through the punch list and it is on there. Phil Lemnios said as a public reminder, we started this process two weeks ago and we agreed to have internal staff as well as PMA and Ai3 reconfirm the contents of the punch list and identify additional items that need to be added or noted and that has happened. He said Peter Lombardo has looked at it and is satisfied. Peter Lombardo said the punch list has been a work in progress starting back in July. Phil Lemnios said we held this vote off because we were not represented by Town Counsel at that meeting and he is here now. He asked Jim Lampke if a motion is needed. Jim Lampke responded a motion would be needed to accept the recommendation of the architect that phase of work has reached substantial completion, which because we are occupying and using it is deemed statutorily to be substantially complete. ***Pat Finn made a motion for the School Building Committee to accept the recommendation of Ai3 for Certificate of Substantial Completion for phase 1 of the Jacobs Elementary School and this would be relative to the areas the Town is occupying to be accepted. And to include as appropriate with the punch list, the items included in the September 6, 2007, memo to the School Building Committee from David Twombly, Director of Operations, as supplemented by Ai3's original documentation. Charlie Ryder seconded the motion.*** Dr. Tyrell asked if it is fair to assume that David Twombly's memo will be included in the punch list. Phil Lemnios asked if that was the case. David Twombly said we would just want it added to the last page of the punch list. Phil Lemnios directed Ai3 to include David Twombly's memo to the School Building Committee dated September 6, 2007 added. Scott Dunlap said he thinks in order to contractually include that with the punch list it would need to be more specific. Scott Dunlap said they just need to be reviewed and incorporated as necessary. He added he thinks TLT would reject this outright if the suggestion is we are rejecting all vct flooring without saying specific areas. If

we included vct, we would want to include the floor plan that shows specific areas. Scott Dunlap said if it is noted that they will pick it up in more detail that would be appropriate. Dr. Tyrell said she can't say that there are three floor tiles and one room and zero in another, however there are certain places that it appears the tile was put down over debris and she fears that, in time, that pop will spider and end up as a crack. Throughout the building there are some tiles with pimples and she suspects either the flooring people did not vacuum it all up or after they laid the glue debris got stuck to it or maybe some glue hardened. Scott Libby said vct is an inexpensive flooring material and when laid on a concrete slab shows every sin in the concrete. Dr. Tyrell said some of these tiles are in high traffic areas. Scott Dunlap said that is certainly a legitimate item and they will make sure it is included. His point is he is not sure you want to make it part of the contractual document on the punch list because it will be rejected outright. Scott Libby recommended Ai3 with PMA, rather than using that documents, during the monetized review will provide them with notice of what some of these specific items are. They have been amenable and it would shock him if they would be resistant. Dr. Tyrell said there are large sections. Scott Dunlap reminded the Committee that we rejected entire corridors at the high school. Phil Lemnios said the key is these items are added as appropriate and itemized. Jim Lampke asked who knows the ones that are a concern. Scott Dunlap said they will have to walk the building but Daren and Troy have a good idea. Scott Libby noted Ai3 had them rip out the vestibule ceramic because the joints were not perfect and perfectly level and he applauded them for not letting that slip by. David Walsh said if some tiles fail in the future, they would fall under a warranty at that point. Phil Lemnios said the key is getting it on a list and have it looked at. If it was put down inside the tolerance of the contract, fine, and if outside the contractor has to replace it. John Reilly said it would help the committee visualize it if they could have a diagram of the problem areas. Scott Dunlap said they would have that at the next meeting. David Twombly noted Don of TLT is aware of the imperfections in the tiles and the areas of concern. David said he saw a majority was at intersections and some are within classrooms. Phil Lemnios said it is essential that we identify specific areas because we cannot expect the contractor to respond to a general request. Scott Libby said we can't continue to generate a punch list over the next year. You are using the building and hundreds of people are using it. It was reviewed before it was occupied. ***All approved the motion.***

Phil Lemnios noted there was a motion at the Board of Selectmen meeting Tuesday and he asked John Reilly to explain. John Reilly said as with the other schools, as a formality once the building is complete, the School Building Committee accepts it and turns it over to the Town of Hull and the Board of Selectmen who then make a motion to turn it over to the School Department. He asked if the School Building Committee would like to make a motion to formally turn the building over to the Town of Hull, and he would, on behalf of the Board of Selectmen, accept it and turn it over to Kevin Richardson, Chairman of the

School Committee. *Paul Dunphy made a motion to formally accept and turn the completed portion of the Jacobs School over to the Town of Hull Board of Selectmen. Cathy Bowes seconded the motion. All approved.* John Reilly, on behalf of the Town of Hull and the Board of Selectmen, accepted ownership of the completed portion of the Jacobs School and turned it over to the School Department.

- **Phase 1 – Landscaping Update:**

- PR35: Scott Dunlap said PR35 is a 2-page document and includes the trees that are being deleted at the rear of the building. He said essentially from the corner moving east it includes a bubble around a number of trees the abutters, along with the Committee, decided to delete. They issued a Proposal Request for a credit for the deletion of those trees. Phil Lemnios said at the back corner that slope runs down to meet the playground, they removed the vegetation from the corner of the building at that slope and that is what this credit is for. Scott Dunlap said they estimated the value and is awaiting an actual value from the general contractor. This is for informational purposes.
- Scott Dunlap said PR 36 is for the additional retaining wall the School Building Committee requested that be considered for addition to the project. They have asked the contractor for a price on the retaining wall and it is unclear to him if the Committee wanted this directed to be done without a price. They have a sketch and they have issued this to the general contractor and asked for pricing. Scott Libby said two weeks ago he was given direction that this was to proceed and their recommendation is proceed on T&M since we are getting into Fall and it is in everyone's best interest to keep it moving it along. David Walsh said it was his understanding when we did the walk thru that there was a clear consensus to proceed without the price and not to exceed \$10,000 or something along those lines. Phil Lemnios said when at the site visit, there was a sense that the contractor already had material on site and that would help to keep the cost more manageable. When he was at the Tuesday meeting a couple weeks ago, Del said they did not have as much on site as was needed. Scott Libby said he did not know we wanted to go only three high. Phil Lemnios said the Committee wanted to proceed because there was a clear and critical need but also because the sense was the cost would be somewhat manageable due to surplus material on site. Scott Libby said he may still need to supplement what he does have, but there is some left over. That is why he is concerned about getting the directive out because if he has trouble getting block for some reason we want to beat the weather. Phil Lemnios said if he has 60% on site and has to get 40%, is that going to substantially raise the cost of this project. Scott Libby said we know what we paid for the block wall and we know what the cost is per square foot. Phil Lemnios asked if it is in the order of \$10,000. Scott Libby said it is still in the \$5,000-\$10,000 range. Paul Dunphy wondered if we should use a local

contractor for this work if the cost was too high like we are doing with the fence. Scott Dunlap said it would not make sense because of the block and blending of the color, etc.

Pat Finn said his recollection was the full committee took a formal vote to move forward with Scott's recommendation to move along on a T&M basis and it should be in progress. Phil Lemnios thanked Ai3 for keeping the School Building Committee up to speed on this item. Scott Libby said once he saw the sketch, he suggested they bring these items tonight to make sure there is no misunderstanding. Scott Libby said the drawing is their interpretation of what was discussed two weeks ago. Paul Dunphy asked if David Twombly is taking care of the fence.

Scott Dunlap said one other item that came out of the abutter walk thru was a variety of questions. He asked landscape architect JGCA to officially respond regarding their commentary on the heartiness of the Austrian pines specified. In the letter it indicates that they are very hearty, salt tolerant and a perfect growing specimen for this type of application. They can grow to 40 feet in height but considering the conditions there, they expect it to be more like 30 feet and it would take 15 to 20 year for that to happen. It could be topped off but it would compromise the natural shape of it. JGCA indicates the flowering crabs will grow 15 to 25 feet and spread to a diameter of 25 feet. Their specific response to the plantings at the slope behind the retaining wall is he indicates the idea was that the grass be allowed to grow without cutting so the groundcover could be substantial but that any other type of ground cover could be substituted. He indicates that varieties of ivies could be planted but they would get somewhat invasive. Spreading juniper could be used 3 feet on center but would be a more costly approach and if cost is an issue he recommends staying with the grass seed as specified which would grow to 12-18".

Scott Dunlap said as a reminder, it was their understanding after that meeting that the retaining wall and fence on top of it would stay in place and are proceeding on that course. Also the trees on sketch PR35 that are not bubbled for deletion, will all go in as they were specified. The remaining question is the ground cover around the trees.

Phil Lemnios said as we last left it, the fence along the Tramontana property line would be contracted for, independent of TLT, and it was a question of getting a couple design options for vinyl fence and find someone to install it. The other open item is the ground cover. Pat Finn said to him, allowing grass seed to grow to 12-18" and cut it once a year is unacceptable ***Pat Finn made a motion to get prices to plant spreading juniper every 3 feet on center. Seconded by Kevin Richardson.*** David Walsh disagreed with Pat Finn David Walsh said he would make a motion to keep the landscaping going and proceed with the grass and

follow the landscaper recommendation to give a field-like appearance. He is concerned with the costs we are starting to incur from the design and landscape changes. He would like a number of what these changes will cost. David Walsh said spreading juniper is costly and he is concerned about cost. David Walsh said he would proceed with the grass and if it does not look appealing we can cut it. David Twombly said he agrees but he is concerned about how the custodial staff will cut it on the slope. He received calls from neighbors before about concerns with letting the grass grow. Due to the slope he is not sure if someone would be able to get up there with a weed whacker. Pat Finn said his motion was to find out the cost for the spreading juniper. As we know the back slope has been sprayed with hydroseed and there is nothing to prevent us from getting a cost for juniper and then decide. Scott Libby said they would recommend that that pricing be included as a line item with the fencing and use an outside vendor. Phil Lemnios said we have two items. The first is to vote to approve the landscaping plans as identified by PR35 and reaffirm the plantings of trees. The second is action to seek a price for the cost of planting junipers there, not an authorization, just seeking a price.

Paul Dunphy made a motion to reaffirm the landscape plan as indicated in PR35 is the plan to go forward with. David Walsh seconded the motion. All approved.

Pat Finn made a motion to seek the best possible pricing to plant spreading juniper every 3 feet on center as indicated in the JGCA letter for this area. Kevin Richardson seconded the motion. Phil Lemnios recognized that we are now in September and that might be a spring item if it is to move forward.

Bill Tramontana said he would like to request if you do go the grass route that the fence that goes on the property line is something that they do not see what is on other side. They have looked at that place for 10 years and it was not property maintained and a mess to look at. He does not want it to be a picket fence, if possible. Phil Lemnios said it can be considered but it is a separate item. ***The motion passed 9 to 1*** (David Walsh).

Scott Dunlap said it was their understanding that there was a desire to put a 4-foot fence along the Tramontana property line and then plant possibly arborvitaes on the Tramontana side of the fence. Scott said you probably would be better off utilizing a local company to do that work, particularly the planting of the arborvitaes in regard to use in the future if there is a problem. Also it would be counter productive for them to go to their standard manuals and picked out a fence and then your local person did not have it. Phil Lemnios asked David Twombly to call 2-3 local fence companies and work with Bill Tramontana on a few different options and get pricing. David Walsh said in regard to the fence, it is not going to make Bill Tramontana happy, but he still has issues with the “no-

mans land". The area where we are only going to fence a portion of Mr. Tramontana's property that allows access to the school property through his yard which would also allow access to the area between the fence and the fence on top of the retaining wall, which is a safety issue. He said he had mentioned at the site visit to block that area off so kids can't get in there. He asked if anyone is concerned about kids having ready access to that to get behind the building and potential liability issues. Phil Lemnios said they can access the area from the other direction and the fact is we cannot get to the point where it is impenetrable. There is a fence at the top and bottom of the slope and on the retaining wall. David Walsh said the risk was the slope if there is no fence at the top, you can still get to the area where there is a danger of the slope. Phil Lemnios said his understanding of the need for the fence is if you were walking on his (Mr. Tramontana's) property walking towards the school, you hit the steep slope. David Twombly said that is why he is concerned about grass there and having an expectation of getting it cut because we are not going to be able to put a custodian on that slope to cut it. Phil Lemnios said some of the slopes at the cemetery are worse and an adult with some degree of care can use a weed whacker. He said he has great faith in our custodians. Paul Dunphy said we have absolutely beaten the subject to death, he asked that we please get pricing.

Pat Finn made a motion that this committee set a budget of \$10,000 and task David Twombly to get three reasonable quotes and proceed with the work. Pat Finn said if that budget is \$10,000 maybe we could get a fence, the arborvitaes and the junipers. Phil Lemnios officially communicated to any fence installer watching that we are cheap and we want the best possible price. He does not want to communicate what we are willing to pay. Pat Finn said he is trying to be responsible. Pat Finn said the motion is to set budget of \$10,000 because that is what he is willing to spend. That is a reasonable amount. The idea of getting three quotes is to go with the lowest bidder so the work can proceed. Phil Lemnios said we have directed Mr. Twombly to get price quotes on the fence, juniper and arborvitaes. *No second to the motion was noted.*

John Reilly asked if the plan is to have the fence installed before bad weather. Phil Lemnios said that is the plan. John Reilly asked David Twombly to work with Bill Tramontana and identify the right type of fence and installers and get quotes. John Reilly added he understands the need to be fiscally responsible but this committee did make promises to do what we could to mitigate the situation and we should do the right thing.

- **High School**

- **Roof Replacement Update:** Scott Dunlap said he is distributing an 11" X 17" sketch of the roof, not for the purposes of reiterating any of the notes, but just so everyone will have a layout of the roof if you have any questions or comments. At

this point in time the flat work on the roof replacement is about 95% complete. That means the existing insulation has been removed along with the recovery board and the new insulation, recovery board and rubber membrane has been adhered down. The perimeter flashing and fascia metal has not been done as well as some of the expansion joints and field of the roof, and some of the rubber boots around pitch pockets. If you look at the sketch, the area replaced is with the dark dotted line, all the work except for a small section of about 2,000 square feet is done. The schedule Vertex provided shows from this point forward they will be coordinating with the School Department to work after school, during unoccupied times or weekends to do the remaining expansion joints, seal penetrations and all remaining facial metal and that work will be done by October 1. Their reports, as well as all the reports they have observed, indicate that we are finally getting the roof we paid for and the quality you paid for with this installation. The pull away tests thus far have all turned out very well and all work they are doing is what we would have hoped for with the original installation. All areas the roof that have been removed, Vertex, along with others is doing good job documenting the conditions of the removal probably for their own purposes to pursue the original contractor but it is evidence that it was not an appropriate installation. No one has questioned the need for the roof to be removed in its entirety now that they see the conditions. Scott Dunlap said all of us were challenged for a long time and it is unequivocally a complete removal.

Paul Dunphy asked about the schedule now that we are in the month of September and knowing the weather can turn and we can see the fabric flapping. He asked if there is any way we can work during the school day without disturbing the classes to speed it up. Scott Dunlap said the termination bar is placed at the edge of that rubber so there is no way the rubber can get away from the edge. It is that way so they can cut the rubber precisely. He said the flapping material would be discarded anyhow. Phil Lemnios said in essence it has been secured to the edge with metal bar and the rubber will be cut off. Scott Dunlap said the only exception is the 2,000 square foot incomplete area and that will likely be complete tomorrow and they will work Saturday to work on the terminations. Paul Dunphy said he doesn't want to see a set back because we asked them not to work while school is in session. David Walsh said he had the pleasure of walking the roof with Peter Lombardo and Dan Hulverson and it is like night and day. He said you don't need to be in the business to know the difference and identify the area left that Dumas did, to know that you are getting an entirely different product. A lot of the loose stuff will be cut and Danny said the metal work does go quickly but it is not that much work and it is a substantially better job.

Charlie Ryder said he wanted to take a moment to commend Ai3 for holding to their standards and not allowing us to accept a substitute roof and making sure we did not acquiesce to a lesser roof. Phil Lemnios asked if there are some professional development dates Dr. Tyrell could provide so they can get up there.

David Twombly said they talked about that today at the roof construction meeting and Capeway Roof said that would create a lot of noise due to drilling and they want to avoid doing it during school hours. Dr. Tyrell noted there are no professional days anytime soon on the schedule. Phil Lemnios asked that they take advantage of any time they can pick up.

Peter Lombardo said there is a portion of the roof that was not ripped off and it is the shaded area on the sketch. He said it was agreed to by Ai3 and Vertex that it was not necessary to rip off because it was a Firestone roof already and not necessary to take off. Pat Finn asked if Gale is okay with that. Peter Lombardo said yes.

Phil Lemnios thanked Scott Dunlap for the report and all he and Ai3 have done on this and the Jacobs project. Phil Lemnios said as kids and staff started going into the school they were all impressed with the design and appearance. Dr. Tyrell said she was very pleased and wants to thank everyone involved including the School Building Committee for the state of the art school. She said it was great to see how happy the kids were about their new building.

John Reilly said, now that we see the end in sight for the roof, he would like an actual timeline that we can finally put the high school project to bed. Once we get that we can direct Jim Lampke and Bob Garrity to work their magic with the bonding company and bring it to a close. Scott Dunlap said he would ask Vertex for that timeline.

5. Fiscal Report:

- Warrant #499 was presented to the Committee containing three invoices for the High School totaling \$7,029.07.
- Two invoices from Ai3 totaling \$5,734.07 for additional services during August (\$5,710.00), which will be added to the back charge list and reimbursable expenses (\$24.07).
- One invoice from Garrity and Knisely for legal services relative to the high school roof. The amount from this invoice being charged to the high school is \$1,295.00.

John Reilly made a motion to approve Warrant #499 in the amount of \$7,029.07. Kevin Richardson seconded the motion. All approved Warrant #499 in the amount of \$7,029.07.

- Warrant #500 was presented to the Committee containing seven invoices for the Jacobs School totaling \$36,016.94. *PMA has reviewed these invoices.*

- Three invoices from Ai3 totaling \$26,506.44 for professional services during August (\$18,371.31), reimbursable expenses (\$35.13) and ICD's FF&E Installation Management for phase 1 (\$8,100.00).
- One invoice from EMA in the amount of \$9,360.00 for commissioning services thru September 3.
- One invoice from FedEx in the amount of \$15.50 for delivery of the July MSBA submission. Please note although the total invoice is \$35.00, another town department will be paying the balance.
- Two invoices from David Reinks totaling 135.00 for videotaping/cablecast services during the July 26 and August 23 meetings

Charlie Ryder made a motion to approve Warrant #500 in the amount of \$36,016.94. Jim Tobin seconded the motion. All approved payment of Warrant #500 in the amount of \$36,016.94.

- Warrant #501 was presented to the Committee containing three invoices for the Jacobs School totaling \$954,581.80. *PMA has reviewed these invoices.*
 - One invoice from Garrity and Knisely for legal services relative to the FF&E responsibility. The amount from this invoice being charged to the Jacobs School is \$462.50.
 - One invoice from PMA in the amount of \$19,263.34 for project management services during August.
 - Payment Requisition #14 from TLT Construction in the amount of \$934,855.96 for construction costs through August 31 at the Jacobs School.

Kevin Richardson made a motion to approve Warrant #501 in the amount of \$954,581.80. Dr. Tyrell seconded the motion. All approved payment of Warrant #501 in the amount of \$954,581.80.

6. **Town Manager's Report:** None this evening.
7. **Superintendent's Report:** None this evening.
8. **Old Business:** Phil Lemnios said there was a request at the last meeting for, apparently, the December 14, 2006, meeting minutes relative to commentary from the audience. The issue revolved around the placement of where the building is currently built vs. schematic drawings. The request was for the Committee Members to get those minutes from that meeting. Phil Lemnios asked for any commentary from Committee members. He asked if the Committee would like to make this an item for the next meeting. Phil Lemnios asked Bill Tramontana what the question is they are seeking an answer to. Bill Tramontana said during the December 14 meeting they (Ai3) said they could provide plans from conception to when the shovel was thrown. There have been numerous calls to Jim Lampke and e-mails and

there has been no response. They said they could come up with them but he is wondering why nothing has been provided yet. Scott Dunlap said he thinks the question during the December meeting was, as he understands it, they indicated when we were in the design process, every single meeting was about design and we had said was during the schematic design every meeting they brought progress drawing. So there were many different versions of the school progress drawings as they continued to present to the Committee. The question was could we produce a variety of different versions of those progress drawings. So Jim Lampke asked Ai3 to review their files to look for progress drawings from six years ago. Scott Dunlap said what they had in the file was all the significant final submission documents -- the SBA submittal and the 100% schematic document package -- but they were asked if they would go back to their files and to see if they still had any of those progress documents that might have been presented to the committee. They reported on a couple occasions, although maybe not publicly, that they had not located any of those progress documents and the chance that they would have all of them in their files was fairly small because they were not major milestones. If on occasion, by chance, they come across any old documents from the Jacobs, they check to make sure it doesn't include something that might be of interest to the Committee. However, they would not typically keep every single progress document that was presented to the Committee. Everything that they did have was presented to the Town but they were final style submissions that the Town already had such as the SBA submittal and 100% schematic documents. Phil Lemnios asked if that is their response to the question. Scott Dunlap said he believes that is his understanding of the question and that is their response. Bill Tramontana said he could have sworn that Scott said he could present all of them because all of them were kept on record and that was what they were looking for and reviewing the tapes that is what he said. Scott Dunlap said if he stated they kept every single progress document from every presentation they did on the Jacobs then he misspoke because they just don't keep that magnitude of detail of documentation. Phil Lemnios said so every rendering or utterance is not kept. Scott Dunlap said if he said they kept every single document then he misspoke. There is a chance sometimes that they keep a particular submittal even though it is not a final just because it means something to them but they don't have every progress document from six year ago.

John Reilly asked what the number of documents is on file for the Jacobs School and can we get an inventory of those records and then Bill Tramontana and George McCullough could ask for specific documents. Scott Dunlap said their files would be broken down to correspondence they may have had with the Town Manager, correspondence the School Building Committee, meeting minutes, final submissions, correspondence with their consultants, it could literally be thousands of documents. John Reilly asked about just drawings or plans. Phil Lemnios said to Mr. Tramontana the question you are seeking is did the building move from its initial conception to the current state. Bill Tramontana said yes. Phil Lemnios said when he reads through the minutes for December 14 that is acknowledged, that it did, in fact, shift some 8-10 feet during design. Bill Tramontana asked if that is from Scott Dunlap. Phil Lemnios said it is the minutes. Bill Tramontana asked if it is protocol not to keep all those documents, all those schematic designs, and just throw them away. Phil Lemnios reviewed the minutes for the acknowledgement. Pat Finn said Scott Dunlap is at a

disadvantage because he does not have a copy of the minutes. Scott Dunlap said he did get a copy. Bill Tramontana asked if the discussion could be postponed until the next meeting. Phil Lemnios stated it was Steve Rusteika who made the commentary at the December meeting. Bill Tramontana said George McCullough had to leave and he asked to postpone this. Phil Lemnios asked what exactly we are postponing. Bill Tramontana said they would like the drawing from conception. Phil Lemnios said he just said he does not have those drawings. Pat Finn said at that (December) meeting it says, "Dr. Silva asked how many schematic designs were drawn up. Scott Dunlap said during the schematic phase they probably presented 8-10 drawings. Dr. Silva asked if they are available. Scott Dunlap said he is sure they have them all." Pat Finn said at that point they wanted the documents that PMA reviewed, at our request and at our cost, to determine if the building had moved. PMA came back and said the building had moved based on the documents they reviewed. Mr. McCullough wanted those documents and Scott Dunlap said he had them then but does not now. Scott Dunlap said Mr. McCullough does have the documents reviewed by PMA they have been given to the Tramontana's. What George McCullough is referring to, he believes, is that in addition to the those documents and in addition to the SBA submittal documents, when they are working through progress documents, there is a possibility that they would come before the Committee to show a drawing with more progress on it until the end of schematic. They were suggesting that maybe they would have every single document that might have been presented at the Committee meetings. Scott Dunlap said he was talking about those schematic design submittals that they did give to PMA. He thinks at another point in time there was a suggestion that there might be other iterations that were not official submittals. But in going back to their files they don't have any progress documents like that. Pat Finn said at that (December) meeting he said, "The architect presents plans and this committee approved the plans of the building that is there now. Because it does not say in the minutes it is ten feet closer in comparison to 2000 is not a misrepresentation or does not mean something is being hidden even though PMA said there is a difference." Phil Lemnios said one other point is, if you go through these minutes, which are fairly detailed minutes, it is complete with references that schematics in many instances don't have reference to property lines or topography they are really just space usage. Phil Lemnios told Bill Tramontana what he is asking for, even if it were available, he is not sure it would answer the question he is looking for which is back when this was originally conceived, was there a plan that said where the building would sit relative to the property line and did that overlay change. Phil Lemnios said on page 14 of the December 14, 2006 minutes it says, "John Reilly told the Tramontana family to use Town Counsel as a point person to come back to the Committee." Bill Tramontana said they just want to see these plans that he said he could provide, it has been almost eight months and there has been nothing at all. He has spoken to Jim Lampke and he doesn't understand why these plans can't be generated. Jim Lampke said every time there is a request for plans or documents, they have tried to be responsive, he has contacted Debbe who knows if we have them or Ai3 is contacted. We don't have the documents.

John Reilly said that comment was made at a time that there was a possibility of a claim against the Town and that is why he suggested going through Town Counsel and he cautioned Committee Members about what they said, due to a potential claim.

Phil Lemnios said the Tramontanas have requested a certain set of documents and the entity has said they have provided the document they have available but it does not meet the full extent of your request. Jim Lampke said Scott Dunlap is saying those other documents don't exist and if they come across them by some other means they will let us know. Scott Dunlap said it not like these are some mystery documents. You have the schematic design documents and those are the ones reviewed by PMA and Mr. McCullough – you have the SBA documents – those are what was produced and everyone reviewed. Jim Lampke asked how many schematic drawings are there. Scott Dunlap said there is only one set of 100% schematic documents and you have those. There is only SBA submittal and you have those. Scott said they have been asked if there are any progress documents between those two, they said yes but they would not necessarily keep those documents because it wasn't part of an official contractual submittal. Bill Tramontana asked Scott if he said they had them saved on some CAD program. All they are looking for is what was requested on December 14 and you said you could provide them. Scott Dunlap said they have provided everything they have and if they haven't provided what you are looking for, it doesn't exist. Bill Tramontana asked if that is the answer – they don't exist. Phil Lemnios said it was a two-part answer; that they provided everything they had and they don't have what you are looking for.

Campanelli Tree: Pat Finn informed the Committee that he and David Twombly met regarding the Campanelli tree sub committee progress meeting. The result of the meeting was they need a motion to have a plaque made for Mr. Campanelli and they will pick a tree. Pat Finn noted Ester MacCaffrey has a blue spruce that she wants removed if the School Building Committee wants to pay for it to be moved. Pat Finn noted there was no plaque before. John Reilly suggested the family be contacted. David Walsh said they are property owners in town and the mother and father are in town frequently they are not hard to find. John Reilly said we should get some input from them on the contents of the plaque. Phil Lemnios asked the sub committee to take the extra step to look into that.

9. New Business/Submission of Agenda Items: None this evening.

Paul Dunphy made a motion to adjourn the meeting. David Walsh seconded the motion. All approved. The meeting adjourned at 8:50pm.

Respectfully submitted,

Debbe Bennett
Recording Secretary