

**Town of Hull
Building Committee Meeting
Thursday, June 12, 2008**

In attendance:

Cathy Bowes/Committee Member
Bill Dwyer/Committee Member
Patrick Finn/Committee Member
Phil Lemnios/Committee Member
Charlie Ryder/Committee Member
Dr. John Silva/Committee Member

Dave Walsh/Committee Member
Debbe Bennett/Support Staff
David Twombly/Support Staff
Peter Lombardo/Support Staff
Troy Randall/Ai3
Scott Libby/PMA

Absent:

Paul Dunphy/Committee Member
Jay Meschino/Committee Member
John Reilly/Committee Member
Kevin Richardson/Committee Member
Jim Tobin/Committee Member
Kathleen Tyrell/Committee Member

The Building Committee meeting was held in the Selectmen's Office at Town Hall, and the meeting was called to order by Phil Lemnios at 7:06pm. Phil Lemnios noted we are waiting for two more members and the Committee will not take votes until there is a quorum.

1. Owner's Project Manager Update:

- **PM Report and Budget Report:** Scott Libby of PMA informed the Committee that as of the end of May, the project is 682 days into our contract, which equates to 89% thru the contract time. We have billed under construction just over 91% of the construction value, which he said is noted pictorially in the graphics and we are still ahead of contract. Since there is no incentive for the contractor to finish excessively early, we are finding a downward trend in manpower, but it is consistent with where the schedule is trending. Scott Libby added he is confident they will finish on time in August. *Cathy Bowes entered the meeting.* Scott Libby said the progress they have seen in May and what is planned for June is quite impressive and at the next meeting they will give a tour of the school. During May many of the items identified on the report are either complete or nearly complete in the building A area. In area B, the new entrance way, although there were some delays in structural steel during the winter, we have not seen a negative impact to the schedule because the impact has been made up by the contractor at their own time and expense. The C wing, the area by the old building is near ready for punchlist. The architects and engineers have reviewed it and everything came back with an A+ report. The ceiling grid has gone in and they are looking to put in the tile. They will be doing a cleaning in the next two weeks. They should begin punchlist of the area by the third week of June which allows them to mitigate punchlist work in the building

B/C classroom wing followed by building A. The last area for punchlist will be area B, the new entrance. The trailers were moved this week and the site is wide open. The excavators were ready to go as soon as the trailers were moved. The team remains proactive and positive. Scott Libby noted Charlie Ryder attends most construction meetings and he (Scott) feels we have a good team.

Scott Libby informed the Committee there is a Change Order, which will clean up some old items and there are no new major items on the horizon. Some of these items were initiated in the early part of the year and they don't anticipate any show stoppers. During June we will continue the final painting and the flooring is starting. Carpet should be in before your tour in July. A majority of work will be in the front of the building. Scott Libby said the back slope was hydro seeded. There were some questions at the last meeting about landscape punchlist work on the site. He was informed today that the landscaper is back and they will remove the wood chips after school is out and they are going to mitigate any punchlist items on the site. John G. Crowe Associates is on top of it and it is being addressed and dealt with appropriately. Right now there is \$2.3 million in gross value of construction remaining.

The last page of the report contains photographs - one of the media center on the 2nd floor which is a very impressive space with some nice architectural treatments in there. Since the photo was taken, the circulation desk went in and they have put up all the decorative millwork. Scott Libby said he is very proud to have been on this project it's one of the best elementary schools he has ever built -- the architect did a fantastic job. We got a good value for our dollar. He said PMA met with the MSBA today and they were asked why they are doing so much better than other companies. They did some cost studies and they believe the cost studies and reining in problems before things get out of control is the reason. Scott Libby said this job ran \$32/sf below what the MSBA is seeing on other projects and they believe it is due to mismanagement of other projects. *Bill Dwyer entered the meeting.* Scott Libby said he told the MSBA we were glad to see the \$1 million that had to be allocated in case we needed it will not be needed and the town could choose to do other things with it. The MSBA is finding costs are being inflated with no added value. Scott Libby said five of the projects they have worked on have had surplus funds and those towns are not going back to the townspeople for more money. Scott Libby said you have a great building and you did it cost effectively.

Phil Lemnios commented on a great report. Phil said he and David Twombly spoke recently because we would like to recover at least the top layer of woodchips to put at Kenberma playground. He asked if that is still going to happen. Scott Libby said yes, again, it is a collaborative approach and they are happy to do what the Town requests. Phil Lemnios reminded the Committee that the School Building Committee paid for a thick carpet of woodchips last year and we are taking the top 2-3 inches and putting it at Kenberma that currently has pea stone around it. The contract called for them to just remove and get rid of it. Cathy Bowes asked if there is any extra woodchips if it can be brought to the village playground. Scott Libby said they are willing to bring it to any

location you want and from there you can have your Parks Department distribute it. *Phil Lemnios noted the Committee now has a quorum.*

2. **Approval of Today's Agenda:** *Dr. Silva made a motion to approve the meeting agenda and call the meeting to order. David Walsh seconded the motion. All approved.*

3. **Approval of Minutes:**

- April 10, 2008, and May 8, 2008 Open Session minutes. *Dr. Silva made a motion to approve the April 10, 2008, and May 8, 2008 Open Session minutes. David Walsh seconded the motion. All approved.*

Pat Finn asked if there is a basketball area out back where it is paved. Scott Libby said there are two. Troy Randall said they are two half courts which are side by side. Scott Libby said the end of the court is at the slope.

4. **Architect Report:**

- **TLT Application for Payment #23:** Troy Randall presented Application for Payment #23 from TLT Construction for the month of May. He said Scott Libby has already provided an update on construction so he won't go through all the details. The current payment due is \$791,942.58. He asked if there were any questions. Phil Lemnios noted the progress payment is for work done to date since the last payment, which was made about a month ago.
- **Change Order #10:** Troy Randall said everyone should have the complete document of Change Order #10 in the packet. It is in the amount of \$24,780 and it includes eight items. PR #47 in the amount of \$4,564 was to include two additional louvers at classroom B121, B221 and the teacher dining area at the exterior wall. PR #48, in the amount of \$2,102 is to provide, furnish and install spill switches at the mechanical room hot water heater breaching pipe – there were double acting dampers installed that are not required by code. By doing that, the spill switch needed to be installed, which was identified by the plumbing inspector. PR #49 in the amount of \$1,238 was to modify a hollow metal window frame in the library. There was some adjustment necessary in the bracing to bring it to the corners of the hollow metal windows and as a result we had to cut those windows back and modify the opening. PR #50R1 in the amount of \$1,073 was for exterior louver at Room A123. PR #51 was to provide a gypsum soffit to modify and enclose an area where an existing beam was exposed in the amount of \$2,021. David Walsh said so it was to cover exposed duct work. Scott Libby said the solution was that the duct work should run under it so the soffit covered it. Troy Randall added that was in the band/choral area. PR #54 was to furnish and install steel tubes. This was adjacent to the existing structure to provide outriggers in order to maintain the roof edge overhand along the new wing adjacent to the existing building in the amount of \$6,946. Phil Lemnios said when he looks at the last two items – the steel tube and the soffit – those

are transitional issues. Troy Randall said one is a transitional issue and the other is for duct work that is on site coordination with the new duct work and existing steel so it is not exposed. PR #55 is in the existing portion of the building, the music storage, an existing wall was exposed the condition of it could not be left exposed so a wall of GF2, gypsum, was installed to cover up the existing condition. Scott Libby said a few months ago we came upon a similar unforeseen condition and we were going to go over the tile but realized it was in worse shape than anticipated. This was similar to that situation. Scott Libby added these are pretty minor in a renovation. Phil Lemnios said this is primarily tying the old to new structure and making that work.

Dr. Silva asked if PR #51 is a design error. Troy Randall said no, in that situation it is difficult to identify the exact configuration of steel, the depth and location. When you have concealed conditions and also have multiple utilities coming through, that all needs to be coordinated in the field. Sometimes you just don't have the space or area to get a duct through the joist framing. In this case we were not able to and therefore went beneath the structure and a drywall soffit finishes off the detail. Scott Libby said for clarity, the cross bracing causes the conflict you have a joist layout but found additional transverse bracing in the structure so were not able to run the duct as planned.

Troy Randall continued. PR #56 was to furnish and install an additional underdrain at the south portion of the site. This is the connection of two underdrain terminations adjacent to the basketball court. This was a recommendation of the site contractor and reviewed by our site consultant and all agreed it was a good suggestion. Scott Libby said as we have discussed before, the back slope area, near the crawl space has taken on water. Once the site was excavated we watched the movement of ground water and got into the crawl space. In the event we need to get in there and install a sump pump we asked them to put a Y in the plumbing pipe and an electrical outlet in there. While this was going on, we saw real life action, and felt that although provisions were made by Ai3, this was another attempt to mitigate the water flow underneath the building. We felt connecting the underdrain system would add another level of water flow diversion from the crawlspace. We believe that will help a lot of that situation and it was done cost effectively because he was there. David Walsh noted that with the cement bunker under that hill, water just runs down hard and doesn't not get absorbed. Phil Lemnios said it was the Committee's intent to keep the foundation as dry as possible. This is one more level of protection. Scott Libby said this is going to make a big improvement.

Dr. Silva made a motion to approve Change Order #23 in the amount of \$24,780.00. Bill Dwyer seconded the motion. All approved. Pat Finn noted the percentage of Change Orders is very low. Scott Libby said it is 0.2%

Scott Libby said there were also issues that came up that, through collaborative efforts and teamwork, we crushed some things and others we have taken care of. But for a renovation project this is very good.

5. Fiscal Report:

- Warrant #535 was presented to the Committee containing four invoices totaling \$16,867.00 for the Jacobs School. PMA has reviewed all of these invoices.
 - One invoice from David Rienks in the amount of \$50.00 for videotaping/cablecast services for the May 8 SBC meeting, which is being charged to Owner Administrative.
 - One invoice from Henry Dunn in the amount of \$2,700.00 for transporting school lunches for the period of May 9 thru June 17 (27 days), which represents the final invoice. This is being charged to Contingency.
 - One invoice from Hull Public Schools in the amount of \$5,000.00 for reimbursement of the Recording Secretary Stipend as approved by the SBC on 4/29/04, which is being charged to Owner Administrative.
 - One invoice from Atlantic Tire in the amount of \$9,117.00 for the tires needed for the modulars. This invoice will be charged to Contingency.

Dr. Silva made a motion to approve Warrant #535 in the amount of \$16,867.00. Bill Dwyer seconded the motion. All approved Warrant #535 in the amount of \$16,867.00.

- Warrant #536 was presented to the Committee containing seven invoices for the Jacobs School totaling \$835,188.44.
 - One invoice from EMA in the amount of \$4,440.00 for Commissioning Services performed between May 6, 2008 and June 4, 2008. This invoice is being charged to Contingency.
 - Two invoices from Ai3 in the amounts of \$18,371.31 and \$5.21, which are being charged to Architect.
 - One invoice from PMA in the amount of \$19,263.34 for project management services during May, which is being charged to OPM.
 - Two invoices from PMA totaling \$1,166.00, for Briggs Engineering, which are being charged to Testing (Soils/Concrete).
 - Payment Application #23 from TLT Construction in the amount of \$791,942.58 for construction costs thru May 31. This is being charged to Construction. Ai3 and PMA have reviewed this requisition

David Walsh made a motion to approve Warrant #536 in the amount of \$835,188.44. Charlie Ryder seconded the motion. All approved payment of Warrant #536 in the amount of \$835,188.44.

- Warrant #537 was presented to the Committee containing three invoices for the high school totaling \$4,857.97.

- Two invoices from Ai3 totaling \$1,084.12 for additional services associated with the high school and reimbursable expenses. The additional services invoice will be added to the back charge list.
- One invoice from Garrity and Knisely in the amount of \$3,773.85 for legal services between March 3 and April 30, 2008.

Dr. Silva made a motion to approve Warrant #537 in the amount of \$4,857.97. Pat Finn noted on the Garrity & Knisely invoice we are paying postage to mail out the revised and redraft of the claim to USF&G and the finalize draft cover to Hull and Ai3. He asked if anyone on the board got a copy of it. Phil Lemnios said it is being handled by our legal counsel. He reminded Pat that back in February the Committee was briefed on the case and we talked extensively about it. Charlie Ryder added it was a very thick packet. ***Pat Finn seconded the motion. All approved.***

6. Town Manager's Report:

Avakian property sub-committee update: Phil Lemnios informed the Committee that the sub committee for the Avakian Property met and received a landscape proposal that is within the dollar amount approved by the committee and it is an acceptable proposal in that it will provide the cover the Avakian's are looking for and they will own the improvement when it is done, the Town will not take care of it. Cathy Bowes asked if it would be planted on their side of the fence. Phil Lemnios said yes and they will have ownership and responsibility for it. Pat Finn said he thought the motion was that the planting would be on Town property. David Walsh said he believes it is consistent with what we did at the Tramontana's property and it is beneficial to the town to have it on the private property because it is a one-time thing. They are getting their cover back and are responsible for it. If it is on town property and they die we have to replace them. Cathy Bowes asked where the plants were before. David Walsh said it was on the lot line. Phil Lemnios said the point is fair because the over growth was on the fence and when the fence was removed, their privacy as lost with that. David Walsh noted there are surveyor stakes still on the property and when they installed the fence it looks like it was set back from the property line and his concern is when the plants go in they are not against the fence. Phil Lemnios said they could be against the fence and have them sign a release saying this is a one time deal and the Town has no responsibility for their survival. Phil Lemnios said this solves the problem Cathy Bowes is bringing up too. Scott Libby asked if the Committee voted that the project was going to pay for this with an outside source. He noted he'll need a copy of the invoice. Phil Lemnios informed the Committee the plan is to plant eight blue eastern cedar trees, which are larger more mature trees at a cost of \$4,725.00. Pat Finn read the motion from the May 8 meeting "*Pat Finn made a motion to authorize the sub committee to move forward with a dollar amount up to \$5,000 for a remedy only on town property and make a seating area for town residents.*" Pat Finn said if the sub committee made the decision that it is better to have someone maintain it, he'll make another motion. ***Pat Fin made a motion to approve the sub committee's decision to move forward with the plantings on the Avakian's property***

with the stipulation that the property owner has responsibility for maintaining it. Dr. Silva seconded the motion. All approved with Charlie Ryder recusing himself. Phil Lemnios said we will place them against the fence between that and the stakes. David Walsh said his concern about having the Town maintain it is, our highway department planted 25 trees a little over a year ago thru a grant and he doesn't believe one of them is left and that is why he supports this.

7. Old Business:

- **Modular Move/Sale Update:** Phil Lemnios said a portion of this will go into Executive Session since it deals with the sale, lease or disposition of real property. For the general public he stated we have the modular out to bid and the opening is next Wednesday and the reason why Executive Session is necessary is in case there are any prospective bidders watching, they would hear what our strategies are before the bid opening. He noted we will hold the item until the end so we can now move to New Business.

8. New Business/Submission of Agenda Items

- **Award contract to moving company to move furniture:** David Twombly informed the Committee that he received proposals for the move and the low bidder was Charles River in the amount of \$7,700 and he requested a motion to approve awarding it. Dr. Silva asked how many bids were received. David Twombly said he received three, one from a local company and the other from the company we used last year. *David Walsh made a motion to award the move to Charles River. Bill Dwyer seconded the motion. All approved.*
- **Approval of dumpsters to dump excess furniture:** David Twombly told the Committee that last year for phase 1, TLT was responsible for disposal of the old furniture however, for phase 2 we are responsible for disposing of the old furniture on our own dime. He asked for approval to rent 7-10 30 yard dumpsters at about \$700 a piece. David Twombly said they will also be having a furniture sale on Saturday June 28 and he also put an ad on Craig's List and he received some calls from a few schools in Boston and a church. He said if they were to take some furnishings it would decrease our cost to dispose of it. He noted the majority of the sales last year was on kitchen equipment and there won't be much of that this year. He noted we put an ad in the Hull Times for next week. David Walsh agreed, anything that doesn't get sold should be given away to charity. David Walsh asked if a lot of it is steel. David Twombly said it is student desks, chairs, teachers' desks, etc. David Walsh asked if there is any way to have a separate dumpster for steel to junk it. David Twombly said that would be a cumbersome task because the chairs would have to be taken apart and the custodians also have to clean the existing building so it is a matter of manpower. David Walsh said the chairs that don't get sold will get thrown in the dumpster whole. David Twombly said last year TLT was very good at it, they had a

machine to crush it down. David Twombly added they also charge by the weight. Bill Dwyer asked where it goes. He was told the dumpster company takes it away. Bill Dwyer said he knows a person who knows a lot about ferrous metals, he can send him up there. Phil Lemnios agreed that is worth looking into. Pat Finn said it is a great idea to fund our ribbon cutting ceremony. Phil Lemnios said if there is enough scrap metal we could ask the school or one of the organization looking to raise money to get willing kids to use screwdriver and dismantle the furniture to separate the metal. Bill Dwyer said he would contact his friend. David Twombly said last year the custodians didn't have to clean the building but this year they do. Phil Lemnios said disassembly would be a non-custodial event. Charlie Ryder said one problem last time was we could not hold the stuff around because it was going to interfere with the FF&E installation.

July 21 is the move start date and on August 4 they ramp up and start moving the administrative wing, music, cafeteria. The FF&E installer comes in August 4 or 11. Scott Libby said that plan was developed based on the punch list pattern. ***Pat Finn made a motion to rent dumpsters for a cost of up to \$5000. Dr. Silva seconded the motion. All approved.***

David Twombly informed the Committee that he met with the librarian and last year the Committee rented crates for the library move and this year the cost would be \$540. ***Pat Finn made a motion to approve crate rental up to \$1000 Bill Dwyer seconded the motion. All approved.*** Scott Libby asked if these will come out of the FF&E budget line item. Scott Libby said we did put in a \$10,000 miscellaneous item at the time the budget was approved but he not sure if we have enough to cover the FF&E and these other miscellaneous items so we may need to vote next time to cover these items.

- **Surplus Furniture Sale – June 28, 2008:** *Discussed earlier in meeting.*

Pat Finn asked if we could schedule an open house/ribbon cutting ceremony and invite the treasurer, senator, representative and public. Phil Lemnios said we might want to wait another month or two to pick that date. Scott Libby said he would prefer it wait until after substantial completion. Dr. Silva said we should know more next meeting. Phil Lemnios suggested this item be carried over to the next meeting agenda. Phil Lemnios noted the next meeting will be on July 10 at 6:00pm with a walk thru of the Jacobs School and then the Committee would move to the high school beginning at 7:00pm in the Exhibition Room.

Charlie Ryder said he would like to see an update on the high school close out. Phil Lemnios said we would ask Mr. Lampke to provide an update on the high school project.

Commissioning Agent Report: Phil Lemnios said the EMA report was circulated to the Committee with some concerns that he referenced. Phil thanked Peter Lombardo and PMA for getting on top of that and double checking on a nut or bolt that was left on the roof and it has been taken care of. He said Peter Lombardo also arranged for Mr. Hulverson, who is an expert in the field and oversees large projects like this, to check it out and the roof is in great condition. Peter Lombardo told the Committee Mr. Hulverson told him the B/C roof looks good and it is a great job. He found a few deficiencies in the sheet metal and finishes and they brought that up to the construction team on Tuesday and it is all on the punch list. Overall it is a good looking roof and they are waiting for the report from the manufacturer before we make any comments or changes. Scott Libby said they made a formal request that we want a copy for the Town's benefit of the final report. Scott Libby added Briggs Engineering was here every day during the roof installation and they have not reported anything of great deficiency to the team.

Modular Hitch: David Twombly informed the Committee that they did have an issue with a hitch when they tried to move the modulares to the landfill. We had to purchase a hitch at a cost of about \$1750 in order to move them. All of the modulares were moved on Wednesday and the bid opening is scheduled for next Wednesday.

Dr. Silva made a motion to go into Executive Session for discussion relative to the sale, lease or disposition of real property. Charlie Ryder seconded the motion. All approved by roll call vote. Phil Lemnios noted the Committee would not return to Open Session. Open Session concluded at 7:55pm.

Respectfully submitted,

Debbe Bennett
Recording Secretary