

**Town of Hull
Building Committee Meeting
Wednesday, November 13, 2013**

In attendance:

Cathy Bowes/Committee Member
Paul Dunphy/Committee Member
Phil Lemnios/Committee Member
John Reilly/Committee Member
Kevin Richardson/Comm. Member
Charlie Ryder/Committee Member
Dr. John Silva/Committee Member
Jim Tobin/Committee Member
Kathleen Tyrell/Committee Member
Debbe Bennett/Support Staff
Patrick Finn/Support Staff
Matt Gillis/Support Staff

Absent:

Bill Dwyer/Committee Member
Jay Meschino/Committee Member
Dave Walsh/Committee Member

The School Building Committee meeting was held in the Selectmen's office at Town Hall and the meeting was called to order by Phil Lemnios at 7:00pm

Report of School Business Manager: Phil Lemnios noted the last meeting was held in June and there was a discussion about the remaining balance of approximately \$66,000. The request centered around what could be done with it relative to capital needs in the building.

Matt Gillis said after the last meeting he contacted bond counsel to see if the Town could use the money for a commissioning report for the high school and Memorial School given the time that had elapsed. He received in writing that it's okay to have those commissioning reports done. Phil Lemnios asked him to describe what a commissioning report is and the benefit to the Town. Matt Gillis said it is an independent commissioning report by someone who is paid to make sure that all systems are functioning correctly. At this point, we have been in the buildings for a while but we want to know what we can do better and it will assist with preventative maintenance plans and capital outlay. He noted we won't spend a lot on equipment the first few years but later we will need information on all of the systems. We have a decent amount of information to give the potential company. The report will be useful for extending the useful life of the buildings. Phil Lemnios asked if there are any questions. Paul Dunphy said this is really good stuff. We did a commissioning report at Jacobs School and it worked out well. The other two

projects did not have the benefit of it. This is a good time to do it and to take a good look at the mechanical systems to make sure we don't waste energy.

Matt Gillis said he has a draft scope of work to look at the mechanical systems. He noted there are a lot of things you would do on a new building that we do not have to do now. Charlie Ryder stated he was very impressed with how the School Department has paid attention to the maintenance of the facilities. Kathleen Tyrell stated we have taken it very seriously and we truly appreciate what the Town has done to provide state-of-the-art buildings and we intend to keep them in good shape for the long haul.

Matt Gillis stated in the handout there are ten slides. The second page shows the spending history for maintenance and operations -- we paid close to the State average to keep the buildings safe. We have largely complied with what was recommended in the commissioning report but if it recommended painting and we didn't need it, we didn't do it in order to make responsible budgeting decisions. If it wasn't going to improve the useful life, we considered need. We did apply waterproofing because we thought it was necessary even though it was earlier than recommended. Kathleen Tyrell noted it seemed premature to replace carpet as recommended because it is still in good condition. Matt Gillis added the carpets have been professionally cleaned and vacuumed regularly so we can get several more years out of it.

Paul Dunphy said, again, good news and good maintenance. He stated he did ask at the last meeting if the custodial staffing is adequate and Matt Gillis thought it was and it sounds like it is. He added the life cycle is extended by good maintenance.

Kathleen Tyrell noted all of the initial leaking has been resolved and the flooding in the elevator is all behind us. Dr. Silva noted on page 3 it says at the Jacobs control ventilation sensors were installed to reduce heating costs and on the previous page it says the heating costs are down due to a mild winter and lower gas prices. He asked which is the correct reason. Matt Gillis stated the sensors were just installed in October so we haven't seen any reduction because of that yet.

Phil Lemnios asked if there was a motion to complete the feasibility study. ***Paul Dunphy made a motion to utilize the remaining building project balance of approximately \$66,000 to complete a feasibility study for the high school and Memorial School. Charlie Ryder seconded the motion. All approved.***

The Committee approved the agenda without exception.

3. Approval of Minutes – June 25, 2013: ***Kevin Richardson made a motion to approve the June 25, 2013 minutes. Dr. Silva seconded the motion. All approved with Kathleen Tyrell and Charlie Ryder abstaining.***

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Discussion on Final Report to Town Meeting: Phil Lemnios noted we have a minimum of three more meetings to hear the report on what was just voted. In February or March we'll have a meeting to approve the final Town Meeting report and at Town Meeting we will need to convene. John Reilly asked if the School Building Committee Final Report should be placed in the Town Report for Town Meeting vote. Phil Lemnios said it would be best to schedule meeting dates for February or March first.

Matt Gillis asked if anyone on the Committee would like to help evaluate and select the vendor. Phil Lemnios asked the Committee if it should be the full committee or sub committee to make the selection. John Reilly said if the Committee would like it to be the sub committee, he would give up his spot to Paul Dunphy. Kevin Richardson made a motion to authorize the sub-committee with Paul Dunphy to approve the commissioning vendor. Kathleen Tyrell seconded the motion. Phil Lemnios noted this amount is over what the sub committee is typically approved to authorize. Dr. Silva asked if there should be a motion for the sub committee to spend up to the amount of the bond, which is approximately \$66,000. *Kevin Richardson amended the motion to have Matt Gillis prepare the bid specs and advertise according the Chapter 30B procurement process and those results will be presented to the sub-committee of Kathleen Tyrell, Phil Lemnios and Paul Dunphy not to exceed \$66,712. All approved.*

Phil Lemnios asked if the draft Final Report needs to be finalized. Paul Dunphy noted it has been voted on already. Phil Lemnios stated it may need to include recent work. John Reilly said we would update it.

The next meeting will be held in February or March. The sub committee will approve the commissioning report vendor and update the full committee and the committee members will be contacted about the next meeting.

Dr. Silva commended Matt Gillis for the time he put in and the excellent reports. Paul Dunphy thanked Kathleen Tyrell and the School Committee for taking care of the buildings.

Paul Dunphy made a motion to adjourn. Dr. Silva seconded the motion. All approved. The meeting adjourned at 7:20pm.

Respectfully submitted,

Debbe Bennett
Recording Secretary