

MEETING MINUTES

# Pine Grove School School Building Committee

**DATE OF MEETING:** July 26, 2018  
**PURPOSE OF MEETING:** Construction Update Meeting

Joseph Perry	N	Chair, Board of Selectmen	<a href="mailto:jospers2@verizon.net">jospers2@verizon.net</a>
Cliff Pierce	Y	Board of Selectmen	<a href="mailto:cliffmpierce@gmail.com">cliffmpierce@gmail.com</a>
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Mark Marshall	N	Dore & Whittier, Architect	
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David Petersen	N	Board of Selectmen	
Arian Haley	N	PTA	

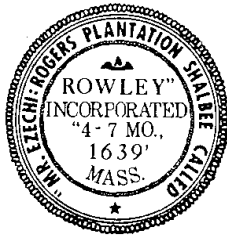
**Y = attendees; distribution to all**

- 1. Call Meeting to Order 4:14PM**
- 2. Chairman's Comments**
- 3. Review and Approve Minutes**

Brian Forget as Vice Chairman conducted the meeting in Joe Perry's absence, no comments.

- **SBC June 28, 2018**

Karen Summit made the motion to approve the minutes, Nerissa Wallen seconded the motion. The School Building committee approved unanimously.



#### 4. Project Update

Larry Berger of Pinck & Co. updated the committee on the status of the project. On the site, United Civil will be laying down binder for paving the entry and front parking in early August. A new waterline is in the process of being installed. The previous transite pipe that was uncovered showed evidence of multiple previous repairs that questioned its integrity. The installation will require isolation valves as required by the town. A water shutdown will be required of the street, neighbors will be notified by the water department who plan on taking advantage of the shutdown to perform work along Main street.

Windows have been replaced in the North wing phases 1 and 2. The new windows will be operable and opened by a crank handle. Framing and structural steel is being installed to support the new roof top units. Skylights are being installed in existing locations.

The AP room and kitchen are expected to be delivered by October 3. Repairs to the Glulams has started with excavation of the base of the Glulams, and they will be shored before further work can occur. Duct and rough ins have been installed in the kitchen, flooring is expected to start next week. The wall between the kitchen and AP room will need to be included in the work for the Glulam remediation. Completion of the serving line in the kitchen will be after the Glulams in have been addressed.

On the AP room roof, a greater amount of tectum panels have failed than previously estimated, requiring replacement. Also, wood rot was found at the eaves of the AP room. W.T. Rich has been released on time and materials (T&M) with a not to exceed number of \$24,000. There is not scope of cost for the addressing the Glulam repairs architecturally yet.

The Committee requested a site visit on the following Friday, August 3 at 11:00. Members were reminded this is an active construction site. Appropriate closed toe shoes and pants are required to tour the site.

Dore & Whittier reviewed the school lettering and the following corrections were noted for the Plaque.

\*"Dave Petersen" is the correct spelling, no "O"

\*"Cliff Pierce" is the correct spelling and should be the same for Board of Selectmen and School Building Committee

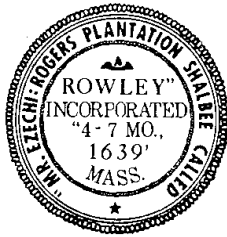
No final location has been determined yet for the plaque

FF&E will be sent out to bid on 7/26. Technology purchase and the project update will be addressed at the Board of Selectmen meeting Monday 7/30.

Jane White Question: How does the kitchen work delay affect phase 2? The project team responded that the kitchen work does not affect phase 2, and phase 2 is still on schedule. Work on phase 2 started early with demo and windows. The only areas impacted by the Glulams are the AP room and kitchen. Cold lunches will be provided and school lunches will be served in the gym. The Kitchen and AP room are expected to be handed over October 3.

Brian forget question: what will the site look like come the start of school? W.T. Rich responded that the front entry, driveway and parking will be paved with a binder course of asphalt. The front vestibule is scheduled to be complete. Early September into October, pavers, planters and benches will be installed.

Christine Kneeland question: Will the busses be able to park out back in the new buss loop? W.T. Rich responded that the area may be paved, however they intend to still use this as construction laydown. The rear bus loop will not be ready until next year after the summer. The plan for drop off will be discussed Friday during the construction meeting.



Emma Hunt question: Will the student evacuation plan change since the AP room and kitchen are unavailable? The project team, answered no, the school will be using the same evacuation plan from the spring. The routes and plan are not affected by these areas of work.

**5. Requisition #3**

A copy of the requisition was passed out to members of the committee and a full copy with backup was available on the dropbox for their review. The committee reviewed the requisition.

Karen Summit question: why have we exceeded the FF&E allowance from the MSBA? The project team answered that the equipment was agreed to be a contingency cost. This was discussed during working groups and previous School Building Committees. The project savings from the District's choice to rent technology and not purchase kept the technology on budget. Christine Kneeland also noted that the school went through the selections and evaluated all options in order to cut costs and control the budget.

**6. Execute MSBA Paperwork** No Paperwork to execute

**7. Confirm and Set Future Meeting Dates**

The next meeting will be **August 23 @ 9:00AM** at Town Hall in the upstairs meeting room.

**8. Other**

**9. Adjourn**

Cliff Pierce made the motion to adjourn, seconded by Karen Summit and approved unanimously by the committee at 5:09PM

The next School Building Committee meeting is **July 26, 2018 at 4:00 PM at the Town Hall**

The above is assumed correct unless the writer is notified within 5 days after receipt.

Prepared by: Larry Berger, Pinck & Co, Inc.

Distribution: As noted above