

MEETING MINUTES

Pine Grove School School Building Committee

DATE OF MEETING: September 27, 2018
PURPOSE OF MEETING: Construction Update Meeting

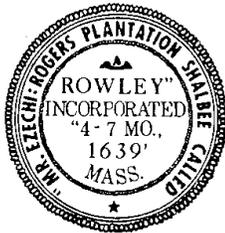
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Cliff Pierce	Y	Board of Selectmen	cliffmpierce@gmail.com
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David Petersen	N	Board of Selectmen	
Arian Haley	N	PTA	

Y = attendees; distribution to all

1. **Call Meeting to Order 6:32PM**
2. **Chairman's Comments** No Comments
3. **Review and Approve Minutes**
 - **SBC August 23, 2018**

Nerissa Wallen made the motion to approve the minutes, seconded by Larry White. Karen Summit abstained. The rest of the committee approved.

4. **Project Update**



Phase 1 Administration areas have been turned over. The all-purpose room and kitchen are scheduled to be handed over to the school December 20th 2018. Chris Walsh commented that when the bases were removed there was severe termite and water damage to the glulam beams. The structural steel and overall scope to support and replace the bases was much more than he had anticipated.

Question by Larry White: Are there any additional costs associated with the delay? Larry Berger of Pinck & Co. answered no, except any costs associated with serving lunches in the cafeteria and the cost of renting the van for transportation of cold lunches. Chris Walsh confirmed there was only an additional cost for the van rental. The change order for the structural repair was \$353,502. Drad Dore or Dore & Whittier noted the design accounted for removing up to 10 feet of each glulam. The demolition did not need to extend to that height and the repair may be less intensive.

Question by Nerrisa Wallen: Is there a chance this condition could repeat itself after the repair? Larry Berger answered no, the bases of the glulams have been cut out and replaced by structural steel and concrete which will not rot. There will be no further moisture issues at the height at which the glulam beams are now at, the areas have been treated for termites.

Question by Nerrisa Wallen: Will there be a schedule available by October and surety that the turnover date will be December 20th? Larry Berger answered that there is a schedule for the AP room repair and there is surety now that the turnover date is as scheduled.

Phase 2, North Wing spaces are scheduled to be turned over October 19th and the move is planned October 20th. Landscaping has arrived, and the front entry plaza is almost complete. Paving on the site will remain in its current condition until Summer 2019.

Question by Brian Forget: The front entry is tight, is there any development on this issue? Larry Berger answered yes, we are working through the detail to widen the entry and make the curb a larger radius turning right.

Question by Dennis Roy: Will there be a reset of curb and cost associated? The project team answered yes, and all parties involved will discuss and work out the final detail to mitigate costs.

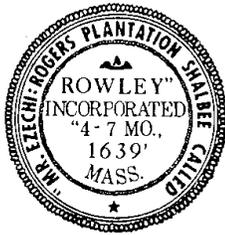
Question by Cliff Pierce: Will this be paid for by the town? The project team answered that all parties will work towards an amicable solution. Karen Summit reminding the project team and committee that site work is not MSBA reimbursable. The Project team stated that there are several project contingencies to draw from, not just the Owner's contingency. Cliff Pierce stated that the town agrees to see the final cost and wants to be included on the conversations discussing scope and cost.

Question by Nerrisa Wallen: The cars currently parking along the sidewalk often have their bumpers over the curb and into the sidewalk path, is this being addressed? Dore & Whittier responded they will look into possible solutions including wheel stops.

Brian Forget updated the committee on the electronic marquee sign at the entry. They have been in discussion with the historic commission and confirmed that a black and white digital display should be acceptable. This sign will not be a part of the project budget; however, infrastructure is in place.

Christine Kneeland noted that busses have started staging at the school prior to dismissal rather than at the church and this has been working much better under the current layout. The parent drop off lane is not available yet because the plaza in front of the AP room is not in place yet. Once it is the project team can look into if the dropoff lane can be used at that time. The concern is having a continuous sidewalk and keeping students out of the roadway.

Question by Dennis Roy: Has there been any training for the boilers or heating system yet, and when does the warranty start? The project team answered that WT Rich will be responsible for the heating system and any maintenance during construction. Frank Janvrin will be brought up to speed and receive training on the system once control is available. Right now the system is being run manually until the operating system is installed. The project team will look into specific warranty language for the start dates and duration of the warranty. Chris Walsh noted Triton is looking into monitoring services and knows the installer, Amanti, provides monitoring and



maintenance services. Larry Berger also noted that the project has a commissioning agent assigned whose responsibility is to ensure all systems are functional, issues addressed and warranties in place.

5. FF&E Update

Phase 1 delivery is complete with the exception of the cafeteria tables, expected December 16th. Furniture for Phase 2 is stored in an empty classroom and will be moved October 20th.

6. Requisition #5

The Committee was provided Requisition #5 via dropbox link for their review. Dennis Roy noted that some of the invoices in the backup have taxes, and this project is tax exempt. WT Rich and Pinck & Co. will review and in a future requisition credit back any taxes charged. Safety equipment such as the road cones was purchased not rented and owned by the project. Some of these items will be disposed after use because of use on the job; however, what remains will belong to the school. After reviewing the requisition, it was stated that no School Building Committee vote was required. Future requisitions will be reviewed by Dennis Roy and Nerrissa Wallen who will report back to the School Building Committee so that the requisition has been vetted by the School Building Committee before approval.

7. Execute MSBA Paperwork No Paperwork to execute

8. Confirm and Set Future Meeting Dates

The next meeting will be **October 25th @ 6:30PM** at the Pine Grove School – New Principal’s Conference Room. The following meeting was scheduled for **November 29th @ 6:30PM**

9. Other

Christine Kneeland noted that parent info night was a success, and had a very high turnout with a lot of requested tours.

10. Adjourn

Dennis Roy made the motion to adjourn, seconded by Nerrissa Wallen and approved unanimously by the committee at 8:12PM

The next School Building Committee meeting is **October 25, 2018 at 6:30 PM at the Pine Grove School**

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

Prepared by: James Dombrowski, Pinck & Co, Inc.

Distribution: As noted above