

MEETING MINUTES

# Pine Grove School School Building Committee

DATE OF MEETING: November 29, 2018  
PURPOSE OF MEETING: Construction Update Meeting

Joseph Perry	Y	Chair, Board of Selectmen	<a href="mailto:jipperry41@gmail.com">jipperry41@gmail.com</a>
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David Petersen	N	Board of Selectmen	
Arian Haley	N	PTA	

Y = attendees; distribution to all

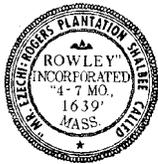
1. Call Meeting to Order 6:34PM

2. Chairman's Comments Joe Perry is concerned about the craft fair that will be held at Triton this year. Vendors were informed last year that the fair will be held at Triton, not the Pine Grove school; however, the sign posted at the Town Commons states "Pine Grove" as the location. There are signs redirecting attendees to the correct location, but the site could see increased traffic. W.T. Rich will post cones to block access to the site.

3. Review and Approve Minutes

• SBC October 25, 2018

Larry White made a motion to approve the minutes, Brian Forget seconded the motion. 1 abstained and the rest of the committee approved.



#### 4. Project Update

The AP room and kitchen are on schedule to be turned over December 19<sup>th</sup>. The school has a concert planned in the new space Friday at 2PM. Site work has concluded for the season, W.T. Rich will move the fence to block off the plaza in front of the AP room, past the newly placed concrete ramp. That work will continue in the Spring of 2019. Windows in the upper south are ongoing, with the west side of phase 3 upper south installed. All windows are on schedule to be installed within the next 2 weeks. Shoring in the AP room has been removed, finishes have started in both the AP room and kitchen, and curtainwall frames in the AP room have been installed. Kitchen staff are scheduled for training the week of 12/10, and movers are scheduled 12/11. Christine Kneeland shared that Kitchen staff walked the new spaces and are excited about the new space.

Question by Brian Forget: What is the status of the rework of the entry way at Main street? The project team is looking into options, all of which will increase the width of the entrance and radius of the turn for buses exiting the site turning right (Northeast) on Main Street. Currently option 1 is to reset the curb, move the entrance Southwest and realign with Main street. Option 2 would re-locate the utility pole further right of the exit (Northeast), which feeds the school via an underground connection and increase the turn radius. The final plan will require the review and approval of the highway department, conservation commission, the Town (represented by Cliff Pierce and Joe Perry) W.T. Rich, Dore & Whittier and Pinck & Co.

Site snow removal and stockpiling was also discussed. Dore & Whittier is looking into flattening some of the islands to allow for easier snow removal and stockpiling; however, it was noted that the granite curbs were in the design to control traffic and safeguard pedestrians by providing physical barriers. Access to the basketball courts is also under review so that snow clearing equipment can gain access without damaging curbs or equipment. The temporary solution is that DPW will have access over the grass areas and W.T. Rich will look into reinforcing the access with dense grade fill.

Nerissa Wallen brought to the committee's attention some site concerns with the parking and pedestrian sidewalk. Dore & Whittier has stated that the isles and parking spaces are an adequate and standard dimension; however, if vehicles park along the curb and pull into the spaces until their tire hits or nearly hits the curb, their bumper overhangs the sidewalk into the pedestrian walkway. Pickup trucks, which have a larger overhang over the rear tires are a common offender. The concern is vehicles pulling into a space with pedestrians present and the possibility of striking a pedestrian, but also the reduction of available sidewalk when bumpers overhang the area. Dore & Whittier discussed that they would prefer to avoid having a grass buffer between the curb and edge of the sidewalk simply because having a grass strip of 16 inches or less is very difficult to maintain. The School's property line is also very close to the edge of the sidewalk in some areas and the sidewalk might not be able to be pushed out. Options and ideas were discussed including wheel stops. Dore & Whittier again confirmed that the spaces are an adequate size and if vehicles properly park within the spaces (And not overhang the curb) there will be enough space to maneuver the lot to park and exit. The issue with wheel stops or barriers of any kind is again the concern of snow removal. Dore & Whittier will continue to look into options and present them to the committee.

#### 5. FF&E Update

Chip Heitkamp of Dore & Whittier reported that the FF&E procurement and buyout has been split. Phases 3 and 4 will be procured together, and 5 will be separate.

#### 6. SBC December site walk

The Committee agreed to a site walk for those who are interested on December 7 at 12:00.

#### 7. Requisition #7

Requisition 7 has been reviewed by Pinck & Co. with Dennis Roy and Nerissa Wallen. Larry Berger also met with Karen summit to review sales taxes that will be credited back to the Town.

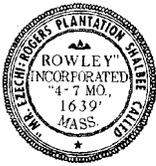
#### 8. Execute MSBA Paperwork

Paperwork was signed after the meeting.

#### 9. Confirm and Set Future Meeting Dates

The next School Building Committee meeting is January 10, 2019 at 6:30 PM at the Pine Grove School.

#### 10. Other



Question by Emma Hunt: Is the turn over of Phase 3 February 8<sup>th</sup> of 2019? The project team answered yes. Pinck & Co. will coordinate the move with the teachers affected and Wakefield movers.

Chris Walsh thanked W.T. Rich and Stanley roofing for assisting with the roof leaks in the East wing and patching the seams on that roof as a temporary repair until the scheduled roof membrane replacement in summer of 2018. The school and W.T. Rich will continue to monitor the condition of the roof as winter conditions begin in the area.

Nerissa Wallen noted that during one of the last storms there was ponding in the driveway. Larry Berger stated that the drainage system is working properly, however the required silt sacks in the drains have filled with leaves. A fall cleanup by Triton is required to clean up the leaves around the site and prevent them from clogging the silt sacks, which are designed to prevent debris from flowing into the drainage system during construction.

## 11. Adjourn

Dennis Roy made the motion to adjourn, seconded by Brian Forget and approved unanimously by the committee at 7:30PM

The next School Building Committee meeting is **January 10, 2019 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