



Elementary School Renovation Building Committee
Regular Meeting
Monday, December 21, 2015

MINUTES

Members Present: Jason Guernon, Chairman
Brian Ouellette, Vice Chairman
Eric Barber, Treasurer
Gregory Grinsfelder
Elisa Bannon, Arrived at 7:10p
Bryan Perry, Arrived at 7:15p

Members Absent: Alyson Karpiej, Secretary

Other Present: Brian Reas, Superintendent of Schools
Cindy Varricchio, Director of Finance
Al Jacunski, Jacunski Humes
Thomas Linden, Landscape Architects
Donald Hettrick, Landscape Architects
Cindy Hughson, Recording Secretary

1. Call to Order

Chairman Guernon called the meeting to order at 7:03 pm.

2. Approval of the Minutes

MOTION: Mr. Barber moved to approve the minutes of the Special Meeting on November 16, 2015, seconded by Mr. Ouellette.

FAVOR: (4) All Present

OPPOSED: (0)

ABSENT (3) Karpiej, Perry, Bannon

ABSECTIONS: (0)

3. Approval of the Minutes

MOTION: Mr. Barber moved to approve the minutes of the Special Meeting on December 3, 2015, seconded by Mr. Ouellette.

FAVOR: (4) All Present

OPPOSED: (0)

ABSENT (3) Karpiej, Perry, Bannon

ABSECTIONS: (0)

4. Approval of Survey Firm for Elementary School Site Survey

The committee reviewed the 3 quotes for site surveys. Questions were raised on the difference in type of AutoCad drawings, 3D versus 2010 software. Mr. Jacunski will discuss the costs related to transferring a drawing from the 2010 version to the requested 3D. The committee discussed the timelines for the of completion of the work. It was decided that 15 days from award of contract to completion is the longest they can accept as all work is halted until the survey is done. After review of the bids, the top two firms are Robert Weaver and The Bonionvanni Group.

MOTION: Mr. Grinsfelder moved to authorize the Chairman of the ES Renovation Committee and the Superintendent of Schools to finalize the details of the survey contract and award contract to either of the two top firms based on the requirements discussed above, and was seconded by Mr. Ouellette.

FAVOR: (6) All Present

OPPOSED: (0)

ABSENT (1) Karpiej

ABSECTIONS: (0)

5. Approval of Expenditure of Elementary School roof cut sample

The invoice for the roof cut sample is not prepared yet. Tabled to next meeting.

6. Review of Elementary School Hazardous Building Materials Report

Fuss & O'Neil will be conducting a test of the roof for hazardous materials. The results will have an impact on the overall project.

7. Review of project timeline

Mr. Jacunski reviewed the committee's timeline versus his proposed timeline. The committee will re-work the dates to align with the proposal. Mr. Jacunski recommended that each project have its own timeline.

8. Review of project

a. Roof

Mr. Jacunski reviewed the findings from the latest walk through of the Elementary School roof. The portion of the roof over the Gym and 300 wing of the school is only 13 years old, being replaced in 2002, this makes it ineligible for state reimbursement. The condition of this roof is in good shape showing no wear or pulling at seams. It is Mr. Jacunski recommendation to not replace this at this time.

The committee agreed with this recommendation and Mr. Jacunski will move forward with only the older portion of the roof, reducing the scope of the project to approximately 40, 774 sq. feet from the original bid of 63,500 sq. feet. The contract will reflect a savings in relation to this change.

Mr. Jacunski asked the committee to discuss the skylights on the roof. They need to either be replaced or removed completely. There are pros and cons to each choice. This decision can be made at a later date.

b. Boiler

Mr. Jacunski presented a proposal that keeps the boilers in one area of the school (by the cafeteria) by replacing both the existing boiler in that area and remove the 3rd. They would then run piping to the gym/300 wing side of the building, eliminating the need for a boiler in that location. With the replacement of the ceiling tiles in the 100 wing already on deck for the summer, this plan comes with a cost savings. Mr. Reas added that removing a boiler from the 300 wing area will also allow for one less oil tank. The town is currently leasing a temporary tank that feeds the 300 wing boiler.

c. Lot

Mr. Linden and Mr. Hettrick presented 5 preliminary concepts for the bus drop off and parking areas. Discussion included use of Algonquin Trail for bus entrance only and the concern of parent drop off areas. Until a survey is complete, more detailed options are on hold.

9. Adjournment

MOTION: Mr. Perry moved to adjourn at 8:45pm, seconded by Mr. Barber.

FAVOR: (6) All Present

OPPOSED: (0)

ABSENT (1) Karpiej

ABSECTIONS: (0)

Respectfully Submitted,

Alyson Karpiej
Secretary