

**Sharon Standing Building Committee
Minutes
December 2, 2003**

Members Present: Dave Belton, Deborah Benjamin, Fred Clay, Bill Croteau, Donald Gilligan, Linda Lurie, Brian Pariser, Tim Quirk, Joel Wolk

Members Absent: Gordon Gladstone

The meeting opened at 6:30pm at Sharon Town Offices

Administration

- Minutes:
 - MOTION:** To accept the minutes as written (Belton/ Clay 7-2-0 Gilligan/Pariser abstain)
- Approve Invoices - East Elementary School
- Partners Communication(Complete) \$17899.82 (Belton/Quirk - unanimous)
- Heery - (Shooshanian \$12705.00- monthly requisition \$18240.00) Belton/Quirk – unanimous)
- Change Order #2 - \$16,236.00 –(Belton/Quirk - unanimous)
- DF Pray # 14 – \$384,429.00 (Belton/Quirk – unanimous) *Note this amount was changed per construction manager and architect.*

East Elementary School (Heery)

- Construction Schedule Status - Mr. Peter Collins gave an overview of the construction report at the East Elementary School. The main focus of the work is based in building C, which is in anticipation that this phase will be completed for the school use when the students return on January 5, 2004. Mr. Collins stated that he feels the flooring contractor may have the possibility to delay the process due to a possible claim with the general contractor. The construction manager feels that a directive should be written which would direct the flooring contractor to do the floor leveling work under protest. The committee discussed the assessment of liquidated damages if the project was further delayed. The chairman asked the architect to issue a letter regarding this matter. There was discussion regarding the selection and implementation of the color selection and patterns throughout the school. Mr. Maggiore stated that he would meet with Principal Freedberg on December 3, 2003. The chairman asked the architect to issue an architectural supplemental instruction (ASI) to the contractor regarding the flooring. Principal Freedberg stated that sections of the tile appear to be different colors. The tile in the corridors has not been washed, waxed and sealed. Mr. Wertz stated that he is concerned with the fact that the tile has not been sealed and if there is a situation with snow and ice then the school department will be sanding the sidewalks, this material will be dragged into the corridors and damage the flooring material. It was the discussed that the contractor be notified that the school department will perform this task if it has not been completed by this weekend. The request for the second floor door change is not being implemented at this time. The committee felt that this would have a detrimental affect on the schedule. Principal Freedberg stated for the record that she would like this change to take place and felt that this would be a beneficial change to the project. Mr. Collins gave an overview of the meeting with the roofing contractor. The architect issued a letter to the roofing contractor and general contractor rejecting installation of the roof. There will be an investigation of the

damage throughout the area due to the roof leaks. The construction manager stated that the roofing contractor admitted that there were delays in the submittals and installation. The elevator will not be completed prior to January 5, 2004. The plumbing and ceiling contractor are progressing. The heat is being maintained throughout the area that is being painted. The heat in the connector was discussed - the only heat that might be allowed would be electric heat. The students have to make several trips a week throughout the connector. The construction manager, architect and operations manager will continue to work on a solution to this problem.

- Report of Change Order review group: The group will be meeting with Peter Collins to review the items to be included in the next change order.
- FF & E Purchase Orders – Purchase Order #FFE-04-04 – The committee reviewed this request. Principal Freedberg modified the number of cabinets.
- Other issues - Certificate of temporary occupancy will be extended until February 15, 2004

Cottage Street Elementary School (SHR)

- PunchList and closeout status - The committee discussed the changing for the existing doors in the corridors. Presently the doors extend into the corridor beyond the limit that is allowed by the federal law governing accessibility laws. There are 22 doors that do not comply with this regulation. The contractor will need to change the swing of the doors so that they comply with the ADA code. The architect will respond to the committee referencing the letter from Sid Rosenthal. Mr. Maggiore stated that he has been speaking to Mr. Ron Laprise regarding the issues with the mechanical contractor. A balancing report was issued today and the system isn't in balance. The general contractor had stated that they would like to replace the mechanical contractor; however, DF Pray hasn't forwarded a replacement contractor to do this work. The science casework will be removed this week. The remaining lockers will be delivered on Friday. Mr. Maggiore stated that Mr. Laprise stated that he would be able to complete all remaining work at the Cottage Street work at the Cottage Street School by December 31, 2003. There has been very little manpower on site to perform this work. Mr. Maggiore stated that the closeout documents are not complete. There was discussion regarding the installation of the louvers and glycol in the system. The chairman asked Mr. Wertz to call his heating contractor to review these items and the committee will authorize these expenses. The chairman directed the architect to send a letter to general contractor stating that this heating system has been a long standing issue and that the school department will remedy this situation immediately as there is potential damage to school facility.
- Site lighting - the committee reviewed the site light readings that were taken by GGD after the installation of the light shields. Member Benjamin asked what was the response from GGD when they realized the lights were over the minimum recommended light pollution trespassing standard. The committee would like to have the mechanical contractor and light fixture manufacturer's representative come to the next meeting to discuss the reason why the light levels differ from the project analysis that was distributed earlier to the committee. The committee asked if the school committee would be hiring an independent lighting specialist to review the light levels.
- Report of Change Order group: Mr. Maggiore will be reviewing the items that are complete and report back to the committee on December 16, 2003.
- DCAM Evaluations - The committee asked Mr. Collins regarding the completion of this report by Mr. Pruner at Heery.
- Other Issues - Principal Marcus stated that he has contacted the company that provided the original stage curtain. A meeting is planned with the company representative to discuss the prices for replacement of the curtain.

Other Business

- The committee discussed the possible changes to the charter of the Building Committee regarding the selection of members to serve on the Standing Building Committee. Chairman Wolk stated that he has been researching the make-up of representatives of the building committee's throughout the various communities throughout the state. Member Croteau stated that we could improve our efforts to inform the abutters and maybe we could have a "neighborhood" representative to act as an advocate to the abutters of the projects. The committee could change their by-laws to include this "position" as an officer of the group.

The committee was polled to go into executive session to discuss potential issues concerning the Cottage Street and East Elementary School projects. Don Gilligan left the meeting. The following members voted in the affirmative to go into executive session: Dave Belton, Deborah Benjamin, Fred Clay, Bill Croteau, Linda Lurie, Brian Pariser, Tim Quirk, Joel Wolk

. The committee will return to open session for the purpose of adjourning the meeting.

The meeting adjourned at 9:30pm

Respectfully submitted,

Maureen R. Doherty - Recording Secretary

Signature of Chair

Date of Acceptance