

Bonded Capital Projects Meeting Minutes – July 12, 2012

Present: Bill Brennan, Bruce Hampson, Karen Birck, Dick Dubow, Ken Post, Steve Pierce, Malcolm Whyte, John Murphy, Ty Tregellas

Agenda Items

1. Bill Brennan explained the difference between Bonded Capital Projects and B of Ed operating funds and different protocol for these projects.
 - Turner to set up meeting schedule for this group every two weeks on a Thursday at 2:30 coordinate location with Jan Andrews. Bill Brennan to review master schedule.
 - Turner to keep minutes, and issue an agenda and schedule at these meetings
2. Miller Driscoll Forensic Eval. – Turner met with John Murphy, custodian, and Fred Rapczynski to review schedule of the special ed summer program and to identify some of the problematic areas for leaks in the building. Elec eval, Exterior wall eval, and sanitary eval can happen while school is in session or after classes complete in the afternoon. However, mold and abatement investigation may have to happen after hours or when school is not in session. TCCO to confirm with ATC – Hygienist.
 - Tcco contract final draft submitted and approved. BB to hand off to Tcco for countersignature.
3. Roofing /HVAC proposals – Tcco to email out copies to attendees. Hard copies will be available at Town Hall for those who want them.
 - M Whyte wanted to confirm that HVAC proposals would have “good/better/ best” design options. Tcco to confirm.
 - B of Ed to clarify programmatic needs for AC in auditorium.
 - Tcco to set up a call or meeting to review proposals.
 - KGB to provide draft facility evaluation of Comstock by the end of the week. Need to coordinate rooftop HVAC needs with new roofing project.
4. Auditorium seating – The seats have been ordered but will not arrive until after the start of school. Auditorium will be shut down for a designated period of two weeks to demo existing seats and floor by custodial staff, then have new flooring installed and seats installed.
 - Discussed the option of delaying the install: fee of \$175 to off load into a trailer rented by the school. Rental estimated at \$150 per month.
 - Budget is \$145,000. Demo by school, seats 119k furnished and installed, 26k for flooring.
 - M. Whyte inquires about insurance coverage. Turner to provide sample agreements for B of Ed to use. Send to Ken Post

- All bonded projects to have contracts and follow protocol
5. Restroom Projects – Tco to issue RFP to architects, select list is Fletcher Thompson, KGB, SLAM, Tai Soo Kim. FRP to define need to investigate all cost effective solutions and not just gut and rebuild. Good/ better/ best. Fully evaluate the condition of existing plumbing infrastructure.
 - Turner will need floor plans of High School. John Murphy to provide.
 6. **Next Meeting:** July 26, 2012 at 2:30 pm. Location TBD.