

Joint Building Committee (JBC) Meeting for City Bonded School Projects

Date: December 17, 2020

Time: 8 AM start

Location: SAU Office*

**In accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. The Somersworth School District will be utilizing zoom for this electronic meeting.*

Present: Councilor Marty Pepin (in person), Councilor Marty Dumont (attended remotely), School Board Member Tom McCallion (attended remotely), School Board Member Gerri Cannon (attended remotely), Superintendent Robert Gadowski (attended remotely), Assistant Superintendent Lori Lane (in person), Cris Salomon from Samyn-D'Elia Architects (attended remotely), Maple Wood Principal Devin McNelly (attended remotely), Business Administrator Katie Krauss (attended remotely) and Facilities Director Karl Ingoldsby (attended remotely)

Absent: Brian Gehris from Milestone

Pepin called the meeting to order at 8:00 AM. Roll call was taken for attendance. Present: McCallion – Yes; Pepin – Yes; Cannon – Yes; Dumont – Yes.

A motion to accept the meeting minutes from the September 21, 2020 JBC meeting was made by Dumont. Seconded by Cannon ROLL CALL VOTE: McCallion – Yes; Pepin – Yes; Cannon – Yes; Dumont – Yes. Motion passed, unanimously.

Project Update – Maple Wood School Project, Phase 2:

Salomon said that Mark from Milestone has been on site periodically for the last several weeks to finish up various punch list items. Ingoldsby said that Mark was onsite today. Salomon outlined some remaining items that the construction team is gathering information and pricing for. Those items include:

- Signage above the library and wings as well as the music room
- Additional irrigation and landscaping for the back of the school near the playground area.
- Repaving and re-curbng the front walking area by the bus loop.
- Painting the new conduit in the foyer.

A construction team meeting will be scheduled for when we return in January to review pricing for these items and decide what will come before the JBC for approval.

Lane said that since the JBC hasn't convened since September, a number of the items that were outstanding at the time have been completed. The laundry area is finished. The wire mesh has been removed from the soffit in the main hallway and the soffit was painted. The painters hired for phase 2 of this project have done a fantastic job.

Joint Building Committee for City Bonded School Projects Meeting Minutes 12-17-2020, Page 2

Lane reviewed the document that she sent to the JBC for their consideration and possible approval. The attachment asked the JBC to approve the purchase of furniture and fixtures for the music room and library. She said that they received bids from four vendors and she and McNelly have reviewed what each vendor submitted. After consideration, we are recommending that the JBC award the bid to School Furnishing of Hudson, NH at a price not to exceed \$21,720.65. Dumont asked if any of the furniture was critical because so much was being delayed because of the pandemic. McNelly said that it wasn't because we do not have a lot of students coming into the building at this point. He said that he wasn't too concerned if anything was significantly delayed. Lane said that School Furnishing included delivery timelines for each item, but agreed with Dumont that there could be unforeseen delays because of the pandemic. She will confirm with School Furnishings if they anticipate any changes or delays in the delivery dates the indicated on the bid.

A motion to authorize the expenditure not to exceed \$21,720.65 to purchase furniture for the music room and library from School Furnishings of Hudson, NH was made by Dumont. Seconded by Cannon. ROLL CALL VOTE: McCallion – Yes; Pepin – Yes; Cannon – Yes. Dumont – Yes. Motion passed, unanimously.

Budget Update - Maple Wood Project, Phase 2

Krauss reviewed the budget to date. She and Lane reviewed the project expenses recently to make sure that everything had been accounted for. Krauss said that she encumbered an amount for the furniture purchase that was just approved so she will adjust it to the actual amount. This will be reflected in the next budget update. Lane said that there is approximately \$50,000 left in the project outside of the contracts with Samyn-D'Elia and Milestone. Once we have pricing on the remaining project items we are looking at, we will bring recommendations back to the JBC on how to spend down the rest of the project funds.

Project Update - SMS Elevator Project:

Salomon said that the elevator inspection is scheduled for December 28, 2020. Everything with the new elevator needs to be completed before they will come out to inspect it. This project has moved along very smoothly so there are not anticipated delays that would prevent the inspection from happening.

Salomon also said that the pandemic has added challenges to getting the final approval from the State Fire Marshal's office. The office staff are all working from home so getting documents to them has been an issue. Though he does not anticipate any issues, Salomon said that we are still awaiting the Fire Marshal's final approval.

Salomon said that the plan moving forward is to remove the existing elevator, infill the existing elevator shaft floor and create two custodial closets while the school is on holiday break and the two weeks that the school is back to full remote learning. The entire project should be finished by mid-January, before the Martin Luther King holiday weekend. The tile in the abutting stairwell will be replaced to match what had to be put in when the new shaft was created.

Joint Building Committee for City Bonded School Projects Meeting Minutes 12-17-2020, Page 3

Lane added that the IT scope including data wiring and installation of the phone line for the elevator phone have been completed. There will be additional surveillance cameras added on both floors of the school to capture the locations created by the new elevator shaft.

Budget Update – SMS Elevator Project:

Krauss reviewed the project budget. Encumbrances include the phone line wiring, the new surveillance cameras and the tile replacement in the stairwell. Lane added that the project is estimated to finish at a total cost of just over \$600,000.

Other – Next Meeting

Pepin asked if the JBC felt that it should continue to meet or if the two projects should be turned over to the school district to complete. Lane said that we want to respect everyone's time because we know that things will be getting busy for both the Board and Council after the holidays. Dumont said that he felt it was important to follow to process to the end. McCallion, Cannon and Pepin agreed. Time will be made to schedule all additional JBC meetings that are needed.

The next meeting will be Thursday, January 28, 2020.

**In accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. The Somersworth School District will be utilizing zoom for this electronic meeting.*

Adjournment: A motion was made by Cannon, seconded by McCallion to adjourn. ROLL CALL VOTE: Cannon – Yes, McCallion – Yes, Pepin – Yes. Motion passed, unanimously. Meeting adjourned at 8:33 AM.

Respectfully submitted,

*Lori Lane
Assistant Superintendent*