

JOINT BUILDING COMMITTEE-MAPLE WOOD PROJECT

Date: October 15, 2019

Time: 8:00 a.m. start

Present: Councilor Marty Pepin, Councilor Marty Dumont, School Board Member Tom McCallion, School Board Member Mark Richardson, Karl Ingoldsby, Facilities Director, Lori Lane, Assistant Superintendent, Katie Krauss, Business Administrator, Brian Gehris and David Baer, from Milestone Construction, Cris Solomon from Samyn-D'Elia Architects, Devin McNelly, Principal

Pepin called the meeting to order at 8:00 AM.

Dumont made a motion seconded by Richardson to approve the minutes from the September 17, 2019 JBC Meeting. VOTE: motion passed, unanimously.

Project Update: Gehris stated that the punch list had been received and had gone out to all the subcontractors. He stated that the sliding windows are scheduled to be installed in the office. He stated that they are just tweaking controls and the heating. Ingoldsby stated that the past Friday it was hot in the building because they had all the valves open in the building to balance the system. He stated that the gas regulator for the system was running fine. He stated that the gas company was here and they do not understand why when they first fired the boilers up that there was a drag on the system. He stated that there are a couple of electrical issues that need to be taken care of. He stated that we have a couple exit signs in failure mode. He stated that the lights outside are not working but they were before the summer so we think someone may have disconnected a wire. Dumont asked if when the punch list was put together, was the Building Inspector with you? Gehris stated he was not. He stated that this punch list is from Solomon. He stated that the Building Inspector signed off on everything being fine. Lane asked what the issue was with the roof? Ingoldsby stated that it is just dirty. He stated that they did not clean up when they were done. Dumont asked who the subcontractor was. Ingoldsby stated Melanson. He stated there are also some places under the rubber that you can see there was a rock on the insulation when they put the rubber down so it looks like it will pop through if you put weight on it. He stated they need to come back and fix those areas. Dumont stated that perhaps we need to start talking now that it needs to come off and be reapplied. Ingoldsby stated that it is all covered under the install warranty. Dumont stated that the manufacturer for the rubber would not approve that. Gehris stated that the manufacturer has not been to see it yet. Baer stated that it is typically the mechanical workers that cause most of the damage because they are up there after the insulation is laid down. He stated that he is sure that the warranty is intact 100%. Lane stated that they have been waiting to find out where they are financially as to whether we can move forward with the furniture purchase and we also have some door and security stuff. She asked if we were closer as to the functionality of the office? McNelly stated that card swipes do not work. He stated that he is not sure that they have all been installed. He stated that the only way staff can get in is through the back custodian entrance or the playground. Ingoldsby stated that he has called Johnson Controls to come back and wire it. He stated that he has had three companies in to walk the buildings and to get rid of Johnson Controls because of how bad their service has been this summer. McNelly stated that we need to iron out cameras. He stated that he cannot see the back hallway behind his office. Gadomski asked if we know where we are with final budget because we have been talking about controlled access and swipe cards? Gehris stated he just submitted a requisition and they will do

one more pass to tie up the loose ends. He stated he thinks there is \$55,000 in the project right now. Gadomski stated that perhaps we can get that whole office area secure and swipe the whole thing. Ingoldsby stated that he recommends that we change to a different company. Gadomski stated that if we have the money this is the time to get it done. He stated that right now Diane Johnson is buzzing people in and out all over the place. McNelly stated that if it were visitors, that would be one thing but it's the staff also. Gadomski stated that staff should be able to swipe through. He stated that we should continue to look at companies. Dumont made a motion seconded by McCallion to continue to look at switching from Johnson Controls to another company. VOTE: motion passed, unanimously. Lane stated that the final decision will need to come back to this group. Gehris asked if there is an ongoing contract with Johnson Controls? Ingoldsby stated yes. Gehris stated that a lot of the time you need to buy your way out of an ongoing contract. Ingoldsby stated that we pay them a fee to monitor our service right now. He stated that they do have fire panels in two of our buildings. Krauss asked if our badges would work when new readers were installed. Ingoldsby stated that they would, the company would just need to program the card numbers in. Gehris asked who were the companies that came through the buildings? Ingoldsby stated New England Security, One Source and ENE which is a partner company with EEI. Baer stated that he had worked with all but EEI. He stated that because they are smaller companies you will get better service.

Budget Update: Lane stated that the budget has not changed a lot because there are not many ins and outs. Krauss stated you would see in the budget that there are several areas over but we did not use everything in Civil Engineers so it balances out. Lane stated that last thing that she and McNelly are working on is the furniture list. She stated that she estimates that they would need around \$28,000. She stated that she assumes that this would need to be bid out since it is over \$10,000 which will delay the process a bit but we may get better pricing. Ingoldsby stated that he could probably get estimates from the three companies within several weeks. Lane stated that she is not sure if that would need to go out to bid but if collecting the bids would be alright. Gadomski asked what the available funding actually is? Krauss stated that the full project is the \$174,686.78 and the contingency is the \$40,000. She stated that the \$174,686 will get spent down. Gadomski stated it makes sense that at the next JBC Meeting they can have the bids for all of the furniture and all of the swipe readers. McNelly stated that \$7500 is for the fireproof file cabinets and a cabinet white board in the conference room is \$3,000. He stated that if we go out to bid we may get different numbers. Gadomski asked how long it will take to close down and get accurate numbers in the other areas? Gehris stated by the next requisition and I will say that this is my final bill. He stated there may be some left in the total project. McCallion asked for a copy of the punch list to be given to Board Members.

The next meeting was set for Tuesday, November 19, 2019 at 8:00 AM at Maple Wood School.

Adjournment: A motion made by Dumont seconded by Richardson to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 8:25 am.

Melinda Sullivan

