



Meeting #6

Bonnette Page and Stone Corp.
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Project: 733 - Auburn Village School
11 Eaton Hill Road
Auburn, New Hampshire 03032

AVS Construction Meeting Minutes

MEETING DATE: 11/15/2018 **MEETING TIME:** 9:00 AM - 11:00 AM Eastern Time (US & Canada)

MEETING LOCATION: Auburn Public Safety Building Conference Room

OVERVIEW:

NOTES:

ATTACHMENTS:

ATTENDEES:

Name	Company	Phone Number	Email	Attendance
Jim Saulnier	Auburn Fire Department	Tel: (603) 483-8141	fireinspector@auburnnhfire.org	Absent
Mike Williams	Auburn Fire Department	Tel: (603) 483-8141	mwilliams@auburnnhfire.org	Absent
Larry Brown	Bonnette, Page & Stone Corp	Tel: (603) 455-7568	lbrown@bpsnh.com	Present
David Geddes	Bonnette, Page & Stone Corp	Tel: (603) 524-3411	dgeddes@bpsnh.com	For Distribution Only
Keith McBey	Bonnette, Page & Stone Corp	Tel: 603-524-3411 ext. 16	kmcbey@bpsnh.com	Present
Barrett Salta	Bonnette, Page & Stone Corp	Tel: (603) 524-3411	bsalta@bpsnh.com	Present
Barrett Ryan Salta	Bonnette, Page & Stone Corp	Tel: (603) 524-3411	brsalta@bpsnh.com	For Distribution Only
Marc Jobin	Jobin Construction Consultants, LLC	Tel: (603) 486-6400	mjobin@comcast.net	Present
Janice Baker	SAU15 - Auburn, Candia, Hooksett	Tel:	jbaker@sau15.net	Present
Dr. Lori Collins	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 483-2769	lcollins@sau15.net	Absent
Scott Dube	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 483-2769	scott.dube@sau15.net	Present
Karen Lessard	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 622-3731 ext. 11	klessard@sau15.net	Present
Dr. Phil Littlefield	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 622-3731	plittlefield@sau15.net	Present
Robert Strobel	SAU15 - Auburn, Candia, Hooksett	Tel: (603) 622-3731	rstrobel@sau15.net	Present

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Alan Villeneuve	SAU15 - Auburn, Candia, Hooksett	Tel:	alanv@sau15.net	Present
Robert Carter	The H.L. Turner Group Inc.	Tel: (603) 228-1122	rcarter@hlturner.com	For Distribution Only
Bill Hickey	The H.L. Turner Group Inc.	Tel: (603) 228-1122	bhickey@hlturner.com	Absent
Doug Proctor	The H.L. Turner Group Inc.	Tel: (603) 228-1122	dproctor@hlturner.com	Present
Carrie Rouleau-Cote	Town of Auburn	Tel:	bldginsp@townofauburnnh.com	Absent

Building Design						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Outdoor Stage Design	Doug Proctor (The H.L. Turner Group Inc.)			On Hold
<p>Description: DP to provide sketches for performance center. BPS to provide an ICS cost budget for the owners use</p>						
<p>Official Documented Meeting Minutes: Now that GMP is complete KM will focus on outdoor stage ICS and Alternates</p>						
<p>Previous Meeting Minutes: 11/08/2018: (None)</p>						
1.2	1	Fire Department Request	Doug Proctor (The H.L. Turner Group Inc.), Bill Hickey (The H.L. Turner Group Inc.)			Open
<p>Description: JS would like the following questions clarified</p> <ul style="list-style-type: none"> • Access Road - Temporary or Permanent? (Width of the road at 14 ft does not meet Fire Department code if this is a permanent road) • Access Roads proximately to the Safety buildings leach field, please confirm access road is not too close • Access Roads proximately to the Cemetery, please confirm access road is not too close • The fire department wants clarification and a review of access to the rear of the school <p>BH to clarify these questions.</p> <p>In addition, a separate meeting will be set up with the owner, fire department and HL Turner to review the access to the rear of the school</p>						
<p>Official Documented Meeting Minutes: JS requested that Turner Group in writing to the department states that the access road meets code setback requirements to the safety buildings existing leach field</p> <p>BH to provide this documentation to JS</p> <p>Design team to review and provide options for access path from the West side of the building</p> <p>Permits could be required for shoreline DP to provide sk for review</p>						

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<p>Previous Meeting Minutes: 11/08/2018: BS - Informed JS that the Safety building leach field set back to the proposed road is of a sufficient distance JS requested that Turner Group in writing to the department states that the access road meets code setback requirements to the safety buildings existing leach field -</p> <p style="text-align: center;">BH to provide this documentation to JS</p> <p>DP provided a sketch to the department for their review of a proposed dry fire line to the rear of the school. MW proposed that he would prefer vehicle access to the rear of the building in place of this dry fire line</p> <p style="text-align: center;">Design team to review and provide options for access path from the West side of the building</p> <p>Permits could be required for shoreline</p>						
1.3	2	Wet Area at Cemetery				Open
<p>Description: AV noted that the toe of slope between the AVS parking lot and the cemetery is always wet. HL Tuner to investigate if this can be addressed</p>						
<p>Official Documented Meeting Minutes: Underdrain not currently tied into storm drain, review wet conditions when this has been completed</p>						
<p>Previous Meeting Minutes: 11/08/2018: BS noted that an existing underdrain that appears to be from this area of concern was discovered during the installation of the new drainage. BPS will tie this line into the new drainage at a catch basin. This may dry up this area</p>						
1.4	6	Propane Tanks				Open
<p>Description: 4 - 1000 gallon underground Propane Tanks for addition will be required, these will be located adjacent to the existing propane tank farm that serves the existing building This area is very wet and most likely a hold-down pad will be required</p>						

Budget						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	GMP	Doug Proctor (The H.L. Turner Group Inc.)			Open
<p>Description: Bid Package No 2 bids due 10/16, DP will schedule addendum for 10/10 release. Pre-Bid Scheduled for October 2 - 3:30 PM</p>						
<p>Official Documented Meeting Minutes: KM provided GMP for review project is currently 125,000 under budget Owner to review and prioritize the alternate list by mid-December at that time team will look for VE alternatives to facilitate the addition of the alternates into the project.</p>						
<p>Previous Meeting Minutes: 11/08/2018: BPS to provide GMP review on Thursday 11/15/18</p>						

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2.3	1	Cabling				On Hold
<p>Description: Cabling to be bid by AVS/SAU. Pricing to be provided for both CAT 5 and 6 cable Team asked for data package to be bid in the next six weeks Twin State Technologies would also like the opportunity to bid the data cabling</p>						
<p>Official Documented Meeting Minutes: Bob has finalized RFP and bis request need to remain open for 30 days All proposals should be ready for review after the first of the year</p>						
<p>Previous Meeting Minutes: 11/08/2018: Bob has finalized RFP and bis request need to remain open for 30 days All proposals should be ready for review before the end of the year</p>						
2.4	6	Kalwall Panels				Open
<p>Description: Existing Kalwall Panels - AV wants the construction team to design, price and incorporate into the GMP the replacement of the following windows</p> <p>Room #108 4 - windows 54" x 96" Room #120 & #122 1 for each room Kalwall 16' x 11' Room #122 Kawwall 12' x 11' Room #122 Kallwall 4' x 6' West Stairs 2 each 8' x 4'</p>						

Contracts						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Special Inspections				Open
<p>Description: GSI was selected as the special inspector. BH stated commissioning RFP in progress.</p>						
<p>Official Documented Meeting Minutes: DP will have this on the street by Thanksgiving</p>						
<p>Previous Meeting Minutes: 11/08/2018: BH will have the commissioning RFP ready for review at the next construction meeting</p> <p>RFP was distributed to MJ for comment MJ looking for an intended bidders list</p>						

Coordination						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Archaeologist Report	Bill Hickey (The H.L. Turner Group Inc.)			Open
<p>Description: BH trying to schedule archeologist to review report with executive team and a clarification of discovered items.</p>						
<p>Official Documented Meeting Minutes:</p>						

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		DP provided an SK for the alternative baseball field location. DP also provided a proposal of \$5,100 +/- for an archaeological survey of this new location. The owner agreed to authorise HL Turner to move forward with this survey.				
		All are hopeful that this area will prove to be suitable (no further archaeological excavation will be required) HL Turner will then be able to move forward with a field design.				
		Previous Meeting Minutes: 11/08/2018: DP will provide a layout of the proposed baseball field located over the existing leach fields for next weeks meeting AV would like a confirmation that no archeology investigation will be required and if it is required a cost for this investigation should be provided				
4.3	2	School Coordination				Open
		Official Documented Meeting Minutes: No School coordination issues we noted by SD				
		Previous Meeting Minutes: 11/08/2018: No School coordination issues we noted by LC LB noted that when the shoreline protection permit is issued BPS will need to coordinate work the will need to be done within the playground area				
4.4	4	AOT & Shorline Permits				Open
		Description: Final AOT and Septic amendments will be submitted to the state this week				
		Official Documented Meeting Minutes: The state of NH had some followup questions, DP and KL will respond to the state hopefully this week.				
		Previous Meeting Minutes: 11/08/2018: Permits are still pending				
4.5	5	Coordination with Stantec				Closed
		Description: AV noted that the access road coordination with Stantec would be limited to erosion and wetland crossing.				
		Previous Meeting Minutes: 11/08/2018: (None)				
4.6	6	Water service to new addition				Open
		Description: Water service from well to new addition requires further investigation 1. Existing waterline form well is 1 1/2" 2. Plumbing drawings call for 2" 3. SD has questioned two separate well lines (addition and existing building) with controls for two locations calling for the pump to turn on 4. SD would like to have team consider an internal water service from the existing pump room to the new addition.				
		Official Documented Meeting Minutes: DP to work with a well consultant and the plumbing engineer to provide clarification to the well line size discrepancy and provide an option to consider SD proposed solution.				

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Design Meetings						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Security				Open
Description: Meeting scheduled for October 18 at 10:30 am.						
Official Documented Meeting Minutes: DP will reach out the JH for comment on a timeframe for his report.						
Previous Meeting Minutes: 11/08/2018: JH toured the school and will provide his recommendations to the school DP forwarded drawings to JH for his use						
5.2	6	Exterior Projects for Community				Open
Description: JB would like to define exterior projects that might have an opportunity to involve the community or the children of the school district.						

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.2	1	Septic Investigation				Open
Description: CRC requested the septic information, TTG working on septic investigation. CRC noted that the septic request for information will not hold up foundation permit.						
Official Documented Meeting Minutes: DP is waiting for the State of NH to provide a meeting date to finalize this permit.						
Previous Meeting Minutes: 11/08/2018: The team is awaiting final approvals from NHDES for the change to the septic system and the impact of the addition PL was concerned about the potential cost to the project from NHDES and a future failed leach field DP and BS explained that once we had the NHDES approval we will know the impact of cost. The team is hopeful of a simple NHDES approval and no cost outside of the GMP will be required The longevity of the existing leach fields will, unfortunately, remain an unknown						
6.3	1	Renovation 2019 Preliminary Schedule				Open
Description: Renovation 2019 Schedule Milestone Considerations <ul style="list-style-type: none"> • Relocation of Administration Area June 2019 - October 2019 • Option to Close Kitchen May 31, 2019 - Provide Box Lunches? 						
Previous Meeting Minutes: 11/08/2018: (None)						

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Punch List						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Summer Roofing				Open
Description: Awaiting Firestone review of roof punch list.						
Official Documented Meeting Minutes: Twin Metals still need to address blistering						
Previous Meeting Minutes: 11/08/2018: Firestone punch list os complete Twin Metals still need to address blistering						
7.2	1	Locker Rooms	Larry Brown (Bonnette, Page & Stone Corp)			Open
Description: Locker rooms being used by students, LB working on punch list.						
Official Documented Meeting Minutes: Roof drain relocation to be done when the roof is replaced SD and DP noted that the performance of the locker rooms floors is unacceptable DP has contacted the manufacturer for review and comment Manufacturer to contact SD directly						
Previous Meeting Minutes: 11/08/2018: Roof drain relocation to be done when the roof is replaced SD and DP noted that the performance of the locker rooms floors is unacceptable DP has contacted the manufacturer for review and comment						

Alternates						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Alternates				Open
Description: <ol style="list-style-type: none"> 1. Baseball Field 2. Amphitheater 3. Parking lot Sealing & Striping 4. Grass Pavers 5. Chimney Removal 6. Gymnasium Painting 7. Gymnasium HVAC 8. Gymnasium Ceiling Fans 9. Gymnasium Basketball Goals 10. Addressable Fire Alarm Devices 11. Classroom Renovations 12. Interior Hollow Metal Doors 13. Alternate for Data Cabling 						

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	<p>Previous Meeting Minutes: 11/08/2018: <i>(None)</i></p>
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