



# Meeting #7

Bonnette Page and Stone Corp.  
 91 Bisson Avenue  
 Laconia, New Hampshire 03246  
 Phone: 603-524-3411  
 Fax: 603-524-4641

**Project:** 733 - Auburn Village School  
 11 Eaton Hill Road  
 Auburn, New Hampshire 03032

## AVS Construction Meeting Minutes

**MEETING DATE:** 11/29/2018 **MEETING TIME:** 9:00 AM - 12:00 PM 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	For Distribution Only
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	For Distribution Only
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><b>Description:</b> DP to provide sketches for performance center. BPS to provide an ICS cost budget for the owners use</p>						
<p><b>Official Documented Meeting Minutes:</b> BPS provided ICS budget for team</p>						
<p><b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> Now that GMP is complete KM will focus on outdoor stage ICS and Alternates</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><b>Description:</b> JS would like the following questions clarified</p> <ul style="list-style-type: none"> <li>• Access Road - Temporary or Permanent? (Width of the road at 14 ft does not meet Fire Department code if this is a permanent road)</li> <li>• Access Roads proximately to the Safety buildings leach field, please confirm access road is not too close</li> <li>• Access Roads proximately to the Cemetery, please confirm access road is not too close</li> <li>• The fire department wants clarification and a review of access to the rear of the school</li> </ul> <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><b>Official Documented Meeting Minutes:</b> <b>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</b></p> <p>BH to provide this documentation to JS Friday</p> <p><b>Design team to review and provide options for access path from the West side of the building</b></p> <p>DP to provided sk for review &amp; will issue a formal SK for pricing to BPS</p>						

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<p><b>Previous Meeting Minutes:</b>  <b>11/15/2018:</b>          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><b>BH to provide this documentation to JS</b></p> <p><b>Design team to review and provide options for access path from the West side of the building</b></p> <p>Permits could be required for shoreline          DP to provide sk for review</p>						
1.3	2	Wet Area at Cemetery				On Hold
<p><b>Description:</b>          AV noted that the toe of slope between the AVS parking lot and the cemetery is always wet.</p> <p>HL Tuner to investigate if this can be addressed</p>						
<p><b>Previous Meeting Minutes:</b>  <b>11/15/2018:</b>          Underdrain not currently tied into storm drain, review wet conditions when this has been completed</p>						
1.4	6	Propane Tanks				On Hold
<p><b>Description:</b>          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</p> <p>This area is very wet and most likely a hold-down pad will be required</p>						
<p><b>Official Documented Meeting Minutes:</b>          Energy North Propane is the LP supplier          Scott noted fencing, gate and bollards for this tank farm will be required</p>						
<p><b>Previous Meeting Minutes:</b>  <b>11/15/2018: (None)</b></p>						

Budget						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	GMP	Barrett Salta ( <b>Bonnette, Page &amp; Stone Corp</b> ), Doug Proctor ( <b>The H.L. Turner Group Inc.</b> )			Open
<p><b>Description:</b>          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><b>Official Documented Meeting Minutes:</b>          BPS provided bid recommendation for the following:</p> <p>Acoustical Panel Ceilings - John Pratt Company          BPS to hold LYRA ceilings as an alternate</p> <p>Metal Framing and Gypsum Drywall - B&amp;B Drywall</p> <p>Hollow Metal Frames, Wood Doors and Hardware - Lang Door and Hardware          BPS to hold wood doors pending cost to replace existing doors with wood</p>						

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		DP to provide SK outlining doors and hardware to be replaced Foamed in Place Insulation - Quality Insulation Masonry - Pynn Masonry Fire Protection - John Carter Sprinkler				
		<p><b>Previous Meeting Minutes:</b></p> <p><b>11/15/2018:</b> KM provided GMP for review project is currently 125,000 under budget</p> <p>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>				
2.3	1	Cabling				On Hold
		<p><b>Description:</b> 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><b>Previous Meeting Minutes:</b></p> <p><b>11/15/2018:</b> 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>				
2.4	6	Kalwall Panels				Open
		<p><b>Description:</b> 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 &amp; #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' Room #122 2 Each 16' x 22'</p>				
		<p><b>Official Documented Meeting Minutes:</b> Reviewed replacement - DP proposed team works with curtain wall and storefront contractor for options and cost to replace these windows</p>				
		<p><b>Previous Meeting Minutes:</b></p> <p><b>11/15/2018: (None)</b></p>				
2.5	7	Monthly Report	Barrett Salta ( <b>Bonnette, Page &amp; Stone Corp</b> )			Open
		<p><b>Description:</b> With GMP in place and Bid Recommendations ongoing BPS to begin providing Monthly Reports to the Team</p>				

## Contracts

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	Special Inspections				Closed
		<p><b>Description:</b></p>				

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	GSI was selected as the special inspector. BH stated commissioning RFP in progress.
	<b>Official Documented Meeting Minutes:</b> RFP for commissioning is on the street
	<b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> DP will have this on the street by Thanksgiving

Coordination						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Archaeologist Report	Bill Hickey (The H.L. Turner Group Inc.)			Open
<b>Description:</b> BH trying to schedule archeologist to review report with executive team and a clarification of discovered items.						
<b>Official Documented Meeting Minutes:</b> DP provided a drawing for the alternative baseball field location.  BPS to confirm the new location remains in the GMP od \$200.000						
<b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> 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.						
4.3	2	School Coordination				Open
<b>Official Documented Meeting Minutes:</b> No School coordination issues we noted by SD						
<b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> No School coordination issues we noted by SD						
4.4	4	AOT & Shorline Permits				Open
<b>Description:</b> Final AOT and Septic amendments will be submitted to the state this week						
<b>Official Documented Meeting Minutes:</b> All follow up questions have been provided and pending permits are in the States court						
<b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> The state of NH had some followup questions, DP and KL will respond to the state hopefully this week.						
4.6	6	Water service to new addition				Open

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	<p><b>Description:</b> Water service from well to new addition requires further investigation</p> <ol style="list-style-type: none"> <li>1. Existing waterline from well is 1 1/2"</li> <li>2. Plumbing drawings call for 2"</li> <li>3. SD has questioned two separate well lines (addition and existing building) with controls for two locations calling for the pump to turn on</li> <li>4. SD would like to have team consider an internal water service from the existing pump room to the new addition.</li> </ol>
	<p><b>Official Documented Meeting Minutes:</b> DP is pushing Plumbing engineer to provide a practical solution to the water supply system</p>
	<p><b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> 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.</p>

Design Meetings						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Security				Open
	<p><b>Description:</b> Meeting scheduled for October 18 at 10:30 am.</p>					
	<p><b>Official Documented Meeting Minutes:</b> DP will reach out the JH for comment on a timeframe for his report.</p>					
	<p><b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> DP will reach out the JH for comment on a timeframe for his report.</p>					
5.2	6	Exterior Projects for Community				Open
	<p><b>Description:</b> JB would like to define exterior projects that might have an opportunity to involve the community or the children of the school district.</p>					
	<p><b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> (None)</p>					

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.2	1	Septic Investigation				Open
	<p><b>Description:</b> CRC requested the septic information, TTG working on septic investigation. CRC noted that the septic request for information will not hold up foundation permit.</p>					
	<p><b>Official Documented Meeting Minutes:</b> DP noted he has a verbal the septic has been approved</p>					
	<p><b>Previous Meeting Minutes:</b> <b>11/15/2018:</b> DP is waiting for the State of NH to provide a meeting date to finalize this permit.</p>					

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6.3	1	Renovation 2019 Preliminary Schedule				Open
<p><b>Description:</b> Renovation 2019 Schedule Milestone Considerations</p> <ul style="list-style-type: none"> <li>Relocation of Administration Area June 2019 - October 2019</li> <li>Option to Close Kitchen May 31, 2019 - Provide Box Lunches?</li> </ul>						
<p><b>Previous Meeting Minutes:</b> 11/15/2018: (None)</p>						

Punch List						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Summer Roofing				Open
<p><b>Description:</b> Awaiting Firestone review of roof punch list.</p>						
<p><b>Previous Meeting Minutes:</b> 11/15/2018: Twin Metals still need to address blistering</p>						
7.2	1	Locker Rooms	Larry Brown (Bonnette, Page & Stone Corp)			Open
<p><b>Description:</b> Locker rooms being used by students, LB working on punch list.</p>						
<p><b>Previous Meeting Minutes:</b> 11/15/2018: Roof drain relocation to be done when the roof is replaced</p> <p>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</p>						

Alternates						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Alternates				Open
<p><b>Description:</b></p> <ol style="list-style-type: none"> <li>Baseball Field</li> <li>Amphitheater</li> <li>Parking lot Sealing &amp; Striping</li> <li>Grass Pavers</li> <li>Chimney Removal</li> <li>Gymnasium Painting</li> </ol>						

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|  | <ol style="list-style-type: none"><li>7. Gymnasium HVAC</li><li>8. Gymnasium Ceiling Fans</li><li>9. Gymnasium Basketball Goals</li><li>10. Addressable Fire Alarm Devices</li><li>11. Classroom Renovations</li><li>12. Interior Hollow Metal Doors</li><li>13. Alternate for Data Cabling</li><li>14. Kal Wall Window Replacement</li><li>15. Existing Doors and Hardware Replacement</li></ol> |
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	<p><b>Previous Meeting Minutes:</b></p>
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	<p><b>11/15/2018:</b> <i>(None)</i></p>
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