



# Meeting #10

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:** 12/20/2018 **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	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	Present
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	Present
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	Present
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> Outdoor Stage is currently in the Owners court for further Action</p>						
<p><b>Previous Meeting Minutes:</b> 12/13/2018: (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><b>Description:</b> JS would like the following questions clarified</p> <ul style="list-style-type: none"> <li>The fire department wants clarification and a review of access to the rear of the school</li> </ul>						
<p><b>Official Documented Meeting Minutes:</b> ASI No010 Has been issued for the access road, BPS has this out to BH Construction for pricing</p>						
<p><b>Previous Meeting Minutes:</b> 12/13/2018: BH issued the letter to JS as requested  DP to provide final SK of access walk/road for pricing</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.  HL Tuner to investigate if this can be addressed</p>						
<p><b>Previous Meeting Minutes:</b> 12/13/2018:</p>						

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	BP&S noted that an underdrain at the toe of slope (transformer pad to backstop) might be warranted as continuous groundwater is bleeding out of the slope					
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>The Town of Auburn currently follows all codes and standards that the State of NH have adopted as law in regards to the installation of, use and storage of LPG. Any plans and corresponding documents need to be submitted to the building department and fire department for review before any permits will be issued.</p>						
<p><b>Official Documented Meeting Minutes:</b>            BS contacted Amerigas, James Gardner to forward Amerigas requirements for propane tank installation.</p>						
<p><b>Previous Meeting Minutes:</b>  <b>12/13/2018:</b>            BS will contact Energy North (Jim Gardner) for requirements for the proposed propane tanks</p>						

Budget						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	GMP	Doug Proctor ( <b>The H.L. Turner Group Inc.</b> ), Barrett Salta ( <b>Bonnette, Page &amp; Stone Corp</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:            Architectural Millwork - School furnishing/Aubin Woodworking</p>						
<p><b>Previous Meeting Minutes:</b>  <b>12/13/2018:</b>            BPS provided bid recommendation for the following:            Painting - Caprioli Painting            Demolition - ABS            Flooring - National Granite</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>Official Documented Meeting Minutes:</b>            Bob updated team that Bid opening will be 1/15/19</p>						

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<p><b>Previous Meeting Minutes:</b>  <b>12/13/2018:</b>          RFQ were issued on 12/13/18 Bids due in 28 days</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>          We will now work with Pentucket Glass &amp; Aluminum for options for these openings</p>						
<p><b>Previous Meeting Minutes:</b>  <b>12/13/2018:</b>          We will now work with Pentucket Glass &amp; Aluminum for options for these openings</p>						
2.5	7	Monthly Report	Barrett Salta ( <b>Bonnette, Page &amp; Stone Corp</b> )			Closed
<p><b>Description:</b>          With GMP in place and Bid Recommendations ongoing BPS to begin providing Monthly Reports to the Team</p>						
<p><b>Previous Meeting Minutes:</b>  <b>12/13/2018:</b>          BPS provided monthly reports for the owners review</p>						
2.6	8	VE Items	Alan Villeneuve ( <b>SAU15 - Auburn, Candia, Hooksett</b> ), Janice Baker ( <b>SAU15 - Auburn, Candia, Hooksett</b> ), Doug Proctor ( <b>The H.L. Turner Group Inc.</b> )			Open
<p><b>Description:</b>          BPS provided VE items for discussion, Barry will revise and include Alternate list pricing for teams use DP will make notes on some corridor wall protection options</p>						
<p><b>Official Documented Meeting Minutes:</b>          VE Items to be addressed in order of project schedule</p> <ul style="list-style-type: none"> <li>• Wood Door alternate for the remaining doors not replaced by the GMP - This is now Alternate #15</li> <li>• Wood Door security window option - High Priority</li> <li>• Wall Protection option for corridors - High Priority</li> <li>• Any Millwork changes to materials - High Priority</li> <li>• Any changes to food service equipment - High Priority</li> <li>• Team Room ACT ceiling Medium Priority</li> </ul>						

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	<p><b>Previous Meeting Minutes:</b>  <b>12/13/2018:</b>          VE Items to be addressed in order of project schedule</p> <ul style="list-style-type: none"> <li>• Wood Door alternate for the remaining doors not replaced by the GMP</li> <li>• Wood Door security window option</li> <li>• Wall Protection option for corridors</li> <li>• Any Millwork changes to materials</li> <li>• Any changes to food service equipment</li> <li>• Team Room ACT ceiling</li> </ul>
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## Contracts

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
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## Coordination

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Archaeologist Report	Bill Hickey (The H.L. Turner Group Inc.)			On Hold

**Description:**  
 BH trying to schedule archeologist to review report with executive team and a clarification of discovered items.

**Previous Meeting Minutes:**  
**12/13/2018:**  
 PS have forwarded drawing to BH Construction for pricing

4.3	2	School Coordination				Open
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**Official Documented Meeting Minutes:**  
 No School coordination issues we noted by SD

**Previous Meeting Minutes:**  
**12/13/2018:**  
 No School coordination issues we noted by SD

4.4	4	AOT & Shorline Permits				Open
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**Description:**  
 Final AOT and Septic amendments will be submitted to the state this week

**Official Documented Meeting Minutes:**  
 AOT permit still remains the State of NH court

**Previous Meeting Minutes:**  
**12/13/2018:**  
 AOT permit still remains the State of NH court

4.6	6	Water service to new addition				Open
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**Description:**  
 Water service from well to new addition requires further investigation

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	<ol style="list-style-type: none"> <li>1. Existing waterline form 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>
	<b>Official Documented Meeting Minutes:</b> Contoocook Well will be on Site 1/3/19 at 11:00 AM to review
	<b>Previous Meeting Minutes:</b> <b>12/13/2018:</b> DP is making good progress on this item and will engage Contoocook Artesian Well Company for review and comment

Design Meetings						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Security				Open
<b>Description:</b> Meeting scheduled for October 18 at 10:30 am.						
<b>Official Documented Meeting Minutes:</b> DP has reached out the JH for comment on a timeframe for his report, no update at this time <b>Team needs JH comments by early January</b>						
<b>Previous Meeting Minutes:</b> <b>12/13/2018:</b> DP has reached out the JH for comment on a timeframe for his report, no update at this time  Team needs JH comments by early January						
5.2	6	Exterior Projects for Community				On Hold
<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. Spring 2019 Discussion						
<b>Previous Meeting Minutes:</b> <b>12/13/2018: (None)</b>						
5.3	10	Gym Floor Options				Open
<b>Description:</b> HL Turner to have a floor representative attend a meeting to discuss various flooring options						
5.4	10	Existing Custodian Sink				Open
<b>Description:</b> Existing Custodian sink need to be addressed Mechanical Room 133						

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.2	1	Septic Investigation	Doug Proctor (The H.L. Turner Group Inc.)			Open
<b>Description:</b>						

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	CRC requested the septic information, TTG working on septic investigation. CRC noted that the septic request for information will not hold up foundation permit.					
	<b>Official Documented Meeting Minutes:</b> DP noted he has a verbal the septic has been approved, he will inquire on the status of written approval					
	<b>Previous Meeting Minutes:</b> <b>12/13/2018:</b> DP noted he has a verbal the septic has been approved, he will inquire on the status of written approval					
6.3	1	Renovation 2019 Preliminary Schedule				On Hold
	<b>Description:</b> Renovation 2019 Schedule Milestone Considerations <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> <li>• Alternate #11 will require the team to address the inability to complete this work over summer break</li> </ul>					
	<b>Previous Meeting Minutes:</b> <b>12/13/2018:</b> Briefly discussed the options available to the team if Alternate #11 is accepted as this alternate will require more than the summer break period to complete. This will be further discussed in January					

Punch List						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Summer Roofing				Open
	<b>Description:</b> Awaiting Firestone review of roof punch list.					
	<b>Official Documented Meeting Minutes:</b> DP reviewed Roof warranty and made comments of changes that need to be made to reflect the project specifications requirements BPS forwarded to Twin Metals for correction					
	<b>Previous Meeting Minutes:</b> <b>12/13/2018:</b> BPS has updated warranty to distribute to the team					
7.2	1	Locker Rooms	Larry Brown (Bonnette, Page & Stone Corp)			Open
	<b>Description:</b> Locker Rooms status					
	<b>Official Documented Meeting Minutes:</b> Comment from Altro Rep  First thing I notice was the heat welded seams , they were installed correctly , but their was a good amount of adhesive residue , on both sides of the welds that was never cleaned up . Because the adhesive will always be tacky , it will attract dirt - so the seams were really dirty and unacceptable. These seams should have been cleaned by the Flooring Installer ( or the G.C.) before this floor was turned over to the school . Let me know if you want me to contact the G.C. or the Install to address this ( just need to know who they are ). There was also tracking of some foot print dirt/ sticky residue , in a few spots - again easily cleaned up .					

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I was able to clean the seams with minimal effort , but if they were not cleaned properly at the start - they will always be an issue ( always attract dirt) .

As a courtesy I brought Scott an Altro Cleaning Pad and a Gallon of our Altro cleaning chemical . But he knows he can use any chemical ( he already has) on our floors.

( Also note: These floors were dirty when I cleaned the seams and spots today )

I also offered to come back and help his maintenance team with the initial cleaning .

Scott mentioned about pulling these floors out , but that is not needed . These are well installed ,functional floors , that were dirty and needed to be turned over , originally , in the correct condition.

If there are areas that don't have a lot of "Topical" water ( there are no showers in these rooms) a "Smooth" floor would also be appropriate - like our Altro Symphonia sheet or Altro Operetta sheet - these are both "smooth" floors ( with a little bit of slip resistance).

As you know our Slip Resistant Altro Walkway 20 was installed in these locker rooms , its a great floor and appropriate here , but maybe not entirely needed.

Don't forget the Color of a floor can have a lot to do with how a floor looks too. Light color floors are a nightmare in commercial environments. In SHEET Floors "Medium to Darker" colors with patterns can hide a multitude of sins/dirt . Light color floors show everything .

Note; in TILE Floors , like Altro Quartz Tile or VCT , deep dark saturated colors should only be used as "Accents" as they tend to show a lot of scratching . In TILE "medium tones" with lots of pattern or Chips are best.

Still to be addressed

Roof drain relocation to be done when the roof is replaced

### Previous Meeting Minutes:

**12/13/2018:**

SD and DP noted that the performance of the locker rooms floors is unacceptable

DP has contacted the manufacturer for review and comment

The manufacturer has contacted Scott to set up a meeting

Roof drain relocation to be done when the roof is replaced

## Alternates

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Alternates				Open
<p><b>Description:</b>  <b>Date for Decision - High Priority - Medium Priority - Low Priority - Rejected/Approved</b></p>						
		5/1/19	1 - Baseball Field			
		3/1/19	2 - Amphitheater			
		6/1/19	3 - Parking lot Sealing & Striping			
		6/1/19	4 - Grass Pavers			
			5 - Chimney Removal		<b>A</b>	
		8/1/19	6 - Gymnasium Painting			
		2/1/19	7 - Gymnasium HVAC			
		4/1/19	8 - Gymnasium Ceiling Fans			
		4/1/19	9 - Gymnasium Basketball Goals			
		3/1/19	10 - Addressable Fire Alarm Devices			

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1/1/19	11 - Classroom Renovations	A
	12 - Interior Hollow Metal Doors	R
	13 - Alternate for Data Cabling	
2/1/19	14 - Kal Wall Replacement	
2/1/19	15 - Existing Doors and Hardware	
6/1/19	16 - Access West side of the building	
3/1/16	17 - Replace Gym Floor	
4/1/19	18 - Media Center Renovation	
BPS to provide a decision by end date for these Alternates		
<b>Previous Meeting Minutes:</b> <b>12/13/2018:</b> <i>(None)</i>		

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