



Meeting #14

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: 01/24/2019 **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	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	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

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

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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	For Distribution Only

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: Outdoor Stage is currently in the Owners court for further Action</p>						
<p>Previous Meeting Minutes: 01/17/2019: (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"> The fire department wants clarification and a review of access to the rear of the school 						
<p>Official Documented Meeting Minutes: DP to revise SK of access path with a reduced hammerhead.</p>						
<p>Previous Meeting Minutes: 01/17/2019: HL Turner provided product information for Grass Pavers, BS to forward to JS for Review DP to revise SK of access path with a reduced hammerhead.</p>						
1.3	2	Wet Area at Cemetery				On Hold
<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>						

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	Previous Meeting Minutes: 01/17/2019: (None)					
1.4	6	Propane Tanks				On Hold
<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</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>						
Official Documented Meeting Minutes: BPS continues to reach out to Amerigas (James Garner) for tank information.						
Previous Meeting Minutes: 01/17/2019: (None)						
1.5	13	Room #202-203				Open
<p>Description: Operable Partition has been eliminated, a wall will be installed instead</p>						
Official Documented Meeting Minutes: Doug will issue an ASI						
Previous Meeting Minutes: 01/17/2019: (None)						
1.7	14	Art Room Annex				Open
<p>Description: A request was made for the Art room Annex to have a set of double doors installed. This was not received well by AV who believes the room should be removed due to the condition it is in. This will be further discussed at our next meeting</p>						

Budget						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.1	1	GMP	Doug Proctor (The H.L. Turner Group Inc.), Barrett Salta (Bonnette, Page & Stone Corp)			Open
<p>Description: BPS will provide Bid Recommendations for the owners consideration</p>						
Previous Meeting Minutes: 01/17/2019: (None)						
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>						

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<p>Previous Meeting Minutes: 01/17/2019: (None)</p>						
2.4	6	Kalwall Panels	Doug Proctor (The H.L. Turner Group Inc.)			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' Room #122 2 Each 16' x 22'</p>						
<p>Official Documented Meeting Minutes: Roger Allard met with HL Turner to review the additional windows and Kal-Wall replacements. DP reviewed elevations he had drawn with the team. DP will issue and ASI and then Rodger will be able to finalize pricing for this additional work.</p>						
<p>Previous Meeting Minutes: 01/17/2019: BS and DP to meet with Pentucket next week to review the proposal for Kal-Wall and window replacement</p>						

Contracts						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status

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
<p>Description: BH trying to schedule archeologist to review report with executive team and a clarification of discovered items.</p>						
<p>Previous Meeting Minutes: 01/17/2019: (None)</p>						
4.3	2	School Coordination				Open
<p>Previous Meeting Minutes: 01/17/2019: SD requested BPS not work in the Cafeteria until after 8:30 AM</p>						
4.4	4	AOT & Shorland Permits				Open
<p>Description: Final AOT have been submitted to the state</p>						
<p>Official Documented Meeting Minutes: AOT permit remains in the State of NH hands</p> <p>The owner noted they will apply pressure if they feel it prudent to push this along</p>						

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	<p>Previous Meeting Minutes: 01/17/2019: AOT permit remains the State of NH hands</p>					
4.6	6	Water service to new addition				Open
<p>Description: Water service from well to new addition requires further investigation</p>						
<p>Official Documented Meeting Minutes: DP to review the submittals for plumbing with BLW as some of these water supply materials might not be required due to these changes</p>						
<p>Previous Meeting Minutes: 01/17/2019: Conference call went well and we now have a direction for the water service to the addition</p> <p>DP to review the submittals for plumbing with BLW as some of these water supply materials might not be required due to these changes</p>						
4.7	14	Access Roadway material				Open
<p>Description: MWW has determined they wish that the Recycled Stabilized base material be removed due to its 'asphalt properties" BPS noted this material met the specifications of the State of NH DOT Roadway standards but understood this did not meet MWW water works standards which unfortunately was not part of the specifications of the project. BPS recommended that the proposed material that is proposed to be supplied for replacement be tested with the same standards (Administrative Rule Env-Or-600) and approved by MWW and Stantec. This was agreed and BPS will get the materials tested immediately</p>						

Design Meetings						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Security				Open
<p>Description: Meeting scheduled for October 18 at 10:30 am.</p>						
<p>Official Documented Meeting Minutes: Karen updated the team that drawings have been issued for the owner's review. After comments from the owner, an RFP will be written for proposals.</p>						
<p>Previous Meeting Minutes: 01/17/2019: Karel Received initial information outlining camera locations from JH on 1/16/19 Equipment specifications to follow</p>						
5.2	6	Exterior Projects for Community				On Hold
<p>Description: 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</p>						
<p>Previous Meeting Minutes: 01/17/2019: (None)</p>						
5.3	10	Gym Floor Options				Open

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	Description: HL Turner to have a floor representative attend a meeting to discuss various flooring options					
	Official Documented Meeting Minutes: DP has forwarded to Matt Danaher existing flooring option for his review, DP has asked Matt to provide a couple of dates when he is available to review at our next meeting					
	Previous Meeting Minutes: 01/17/2019: DP has forwarded to Matt Danaher existing flooring option for his review, DP to schedule a date for MD to attend Construction Meeting					
5.4	13	Flooring Options for Restrooms				Open
	Description: DP has provided numerous flooring options for the restrooms BPS would like a decision on this flooring by the end of February					
	Official Documented Meeting Minutes: The owner has selected a floor for the restrooms (Altro Operetta) DP and Tish to provide a color recommendation					
	Previous Meeting Minutes: 01/17/2019: (None)					
5.6	14	Square Footage Room #124	Doug Proctor (The H.L. Turner Group Inc.)			Open
	Description: Lori asked what the square footage will be Room #124 DP to provide					

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.2	1	Septic Investigation	Doug Proctor (The H.L. Turner Group Inc.)			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 noted he has a verbal the septic has been approved, he will inquire on the status of written approval HL Turner pushed the state for an update. The States reactions to the pressure was less than enthusiastic					
	Previous Meeting Minutes: 01/17/2019: 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
	Description: Renovation 2019 Schedule Milestones and Sequencing review					

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	<ul style="list-style-type: none"> Relocation of Administration Area June 2019 - October 2019 Option to Close Kitchen May 31, 2019 - Provide Box Lunches? Alternate #11 will require the team to address the inability to complete this work over summer break
	<p>Official Documented Meeting Minutes: SD provided drawings with room assignments (Thanks Scott) BPS to provide phasing drawings for the owner's review and comments</p>
	<p>Previous Meeting Minutes: 01/17/2019: SD, LC, LB, BS & DP met on Tuesday 1/15/19 and reviewed options for classroom relocations during the renovation, June 2019 - November 2019.</p> <p>Scott and Lori were able to work out a plan that facilitated the removal of the modular and the portable classrooms during the summer of 2019!</p> <p>Scott and Lori to mark up a drawing outlining this and BPS will provide a phasing drawings over the next couple weeks</p> <p>Scott noted that the contents for 14 existing classrooms will need to be stored during the summer of 2019, BPS to coordinate with SD containers for storage or movers as needed</p>

Punch List						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Summer Roofing				Open
	<p>Description: Summer Roofing Closeout</p>					
	<p>Official Documented Meeting Minutes: Firestone Warranty have been resubmitted for review Blisters still need to be addressed in the spring</p>					
	<p>Previous Meeting Minutes: 01/17/2019: Still to be addressed Roof drain relocation to be done when the roof is replaced Correction of blisters (Summer Roofing 2018) Firestone Warranty have been resubmitted for review</p>					
7.2	1	Locker Rooms	Larry Brown (Bonnette, Page & Stone Corp)			Closed
	<p>Description: Locker Rooms status</p>					
	<p>Official Documented Meeting Minutes: Owner wants to the locker room flooring replaced with the flooring selected Meeting Item No 5.4</p>					
	<p>Previous Meeting Minutes: 01/17/2019: Still to be addressed Roof drain relocation to be done when the roof is replaced</p>					

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Alternates

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
8.1	1	Alternates				Open

Description:

Auburn Village School						
Alternates						
1/9/2019						
Date for Decision	Alternate No	Description	High Priority	Medium Priority	Low Priority	Rejected/Approved
5/1/2019	1	Baseball Field	.	X	.	
3/1/2019	2	Amphitheater	.	.	X	
6/1/2019	3	Parking Sealing & Striping	.	.	X	
6/1/2019	4	Grass Pavers	.	.	X	
N/A	5	Chimney Removal	.	X	.	Approved
7/1/2019	6	Gymnasium Painting	.	.	X	
2/1/2019	7	Gymnasium HVAC	.	.	X	Rejected
4/1/2019	8	Gymnasium Ceiling Fans	X	.	.	Approved
4/1/2019	9	Gymnasium Basketball Goals	X	.	.	Approved
3/1/2019	10	Addressable Fire Alarm Devices	.	X	.	
1/1/2019	11	Classroom Renovations	X	.	.	Approved
N/A	12	Interior Hollow Metal Doors	.	X	.	Rejected
N/A	13	Alternate for Data Cabling	.	X	.	
2/1/2019	14	Kal Wall Replacement	X	.	.	Approved
2/1/2019	15	Existing Doors and Hardware	X	.	.	Approved
6/1/2019	16	Access West Side of building	X	.	.	Approved
3/1/2019	17	Replace Gym Floor	X	.	.	
4/1/2019	18	Media Center Renovation	X	.	.	
3/1/2019	19	Alternate #11 Corridor upgrades	X	.	.	Approved

Previous Meeting Minutes:

01/17/2019: (None)

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