



# Meeting #19

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:** 02/28/2019 **MEETING TIME:** 9:00 AM - 11:00 AM Eastern Time (US & Canada)

**MEETING LOCATION:** Auburn Town Hall 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	Absent
Marc Jobin	Jobin Construction Consultants, LLC	Tel: (603) 486-6400	mjobin@comcast.net	Absent
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	Absent
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	Absent

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# Meeting #19

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
<b>Description:</b> Outdoor Stage is currently in the Owners court for further Action						
<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> (None)						
1.2	1	Fire Department Request	Doug Proctor (The H.L. Turner Group Inc.), Bill Hickey (The H.L. Turner Group Inc.)			Open
<b>Description:</b> JS would like the following questions clarified <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>						
<b>Official Documented Meeting Minutes:</b> The Team will walk the proposed access path in the spring with the Fire Department						
<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> BPS waiting for pricing for Site Contractor						
1.3	2	Wet Area at Cemetery				On Hold
<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						
<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> (None)						

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1.4	6	Propane Tanks	Barrett Salta ( <b>Bonnette, Page &amp; Stone Corp</b> )			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 will forward details to JS for a permit to install the propane tanks</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b> (None)</p>						
1.5	13	Room #202-203	Barrett Salta ( <b>Bonnette, Page &amp; Stone Corp</b> )			Open
<p><b>Description:</b>          Operable Partition has been eliminated, a wall will be installed instead</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b> (None)</p>						
1.6	18	Question & Concerns - Auburn Building Department				Open
<p><b>Description:</b>          Carrie attended today's meeting and had the following comments and concerns</p>						
<p><b>Official Documented Meeting Minutes:</b></p> <ul style="list-style-type: none"> <li>• Septic approval based on flow/usage also notes maximum student and staff population which is a concern             <ul style="list-style-type: none"> <li>◦ BH to clarify with State of NH DES</li> </ul> </li> <li>• MWW access road material - MWW has contacted the town to voice concerns over the state of the material             <ul style="list-style-type: none"> <li>◦ See Item #4.7</li> </ul> </li> <li>• AOT Concerns             <ul style="list-style-type: none"> <li>◦ Carrie voiced concerns on the State of NH email about the AOT permit process and the number of re-submittals</li> <li>◦ BH assured team that this next submittal to the State will have no issues</li> </ul> </li> </ul>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b></p> <ul style="list-style-type: none"> <li>• Septic approval based on flow/usage also notes maximum student and staff population which is a concern             <ul style="list-style-type: none"> <li>◦ BH to clarify with State of NH DES</li> </ul> </li> <li>• Erosion - SWPPP and BMP moving forward             <ul style="list-style-type: none"> <li>◦ Carrie outlined BPS &amp; BH Construction's struggles with erosion and reporting, improvements have been made but Carrie wants to make sure this improvement continues moving forward</li> </ul> </li> <li>• MWW access road material - MWW has contacted the town to voice concerns over state of the material</li> </ul>						

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	<ul style="list-style-type: none"> <li>◦ See Item #4.7</li> <li>• AOT Concerns             <ul style="list-style-type: none"> <li>◦ Carrie voiced concerns on the State of NH email about the AOT permit process and the number of re-submittals</li> <li>◦ BH assured team that this next submittal to the State will have no issues</li> </ul> </li> </ul>
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## Budget

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
2.4	6	Kalwall Panels	Doug Proctor (The H.L. Turner Group Inc.)			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> Kalwall pricing under review with the owner PCO #005</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b>            BPS presented proposed cost for ASI #015             Owner will review</p>						

## 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
<p><b>Description:</b> BH trying to schedule archeologist to review report with executive team and a clarification of discovered items.</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b> (None)</p>						
4.3	2	School Coordination				Open
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b></p>						

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		<p>Inability to have outdoor recess is proving difficult</p> <p>School is looking for options</p>			
4.4	4	AOT & Shorland Permits	Bill Hickey (The H.L. Turner Group Inc.)		Open
<p><b>Description:</b> Final AOT have been submitted to the state</p>					
<p><b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> (None)</p>					
4.6	6	Water service to new addition	Doug Proctor (The H.L. Turner Group Inc.)		Open
<p><b>Description:</b> Water service from well to new addition requires further investigation</p>					
<p><b>Official Documented Meeting Minutes:</b> SD needs a backflow to test water prior to entering building distribution system. DP to provide a proposed solution, SD will also check with his waster testing service to inquire if a test location will be needed at both water entrances</p> <p>DP is waiting for coordination drawings and backflow preventer location(s)</p>					
<p><b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> DP is waiting for coordination drawings</p>					
4.7	14	Access Roadway material	Barrett Salta (Bonnette, Page & Stone Corp)		Open
<p><b>Description:</b> 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>					
<p><b>Official Documented Meeting Minutes:</b> Material removal will begin Monday 3-4-19</p>					
<p><b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> MWW rejected the latest material submitted for approval</p> <p>MWW is growing impatient with the process, BPS to schedule the removal of the reclaimed in the interim</p>					
4.8	17	Room Numbers	Scott Dube (SAU15 - Auburn, Candia, Hooksett), Dr. Lori Collins (SAU15 - Auburn, Candia, Hooksett)		Open
<p><b>Description:</b> LC and SD to mark up drawing with proposed room numbers</p>					

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	<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> (None)					
4.9	18	Restaurant Equipment				Closed
	<b>Description:</b> Restaurant Final Equipment List					
	<b>Official Documented Meeting Minutes:</b> Equipment has been approved - BPS will release order to Kittredge					
	<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> The owner is going to confirm the final equipment list BPS to provide schedule when equipment needs to be ordered to make completion date					

## Design Meetings

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
5.1	1	Security				Closed
	<b>Description:</b> Meeting scheduled for October 18 at 10:30 am.					
	<b>Official Documented Meeting Minutes:</b> SD has the RFQ form JH  RFP will be issued					
	<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> SD has most of the information but still waiting for the RFP from JH. DP is going to review what Scott has currently for possible coordination of an RFP					
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>02/21/2019:</b> (None)					
5.3	10	Gym Floor Options	Bill Hickey (The H.L. Turner Group Inc.)			Open
	<b>Description:</b> HL Turner to have a floor representative attend a meeting to discuss various flooring options					
	<b>Official Documented Meeting Minutes:</b> Bill has reached out to American flooring for a meeting					
	<b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> Bill has reached out to American flooring for a meeting					

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5.4	13	Flooring Options for Restrooms	Doug Proctor (The H.L. Turner Group Inc.)			Open
<p><b>Description:</b>            DP has provided numerous flooring options for the restrooms            BPS would like a decision on this flooring by the end of February</p>						
<p><b>Official Documented Meeting Minutes:</b>            DP to issue an ASI for the flooring selection</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b> (None)</p>						
5.6	14	Square Footage Room #124	Doug Proctor (The H.L. Turner Group Inc.)			Open
<p><b>Description:</b>            Lori asked what the square footage will be Room #124            DP to provide</p>						
<p><b>Official Documented Meeting Minutes:</b>            DP to provide an ASI, BPS to price changes            DP waiting on Mechanical Engineers input on duct relocation            DP will also have engineers look at reusing existing equipment</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b>            DP to provide an ASI, BPS to price changes            DP waiting on Mechanical Engineers input on duct relocation</p>						
5.7	15	Low Lumen Lighting	Doug Proctor (The H.L. Turner Group Inc.)			Closed
<p><b>Description:</b>            SD has the need for one teaching room to have dimmable lights to below 40 lumens            DP to review with electrical engineer</p>						
<p><b>Official Documented Meeting Minutes:</b>            ASI No019 issued, BPS forwarded to Giguere for Pricing</p>						
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019:</b>            DP provide room numbers to Electrical Engineer for dimmer switching            Electrical engineer to provide information for pricing            PL wanted to make sure desktop Lumen minimums were maintained with proposed dimmer switching</p>						

Schedule						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
6.3	1	Renovation 2019 Preliminary Schedule				On Hold

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	<p><b>Description:</b> Renovation 2019 Schedule Milestones and Sequencing review</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> <li>Alternate #11 will require the team to address the inability to complete this work over summer break</li> </ul>
	<p><b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> (None)</p>

Punch List						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
7.1	1	Summer Roofing				On Hold
<p><b>Description:</b> Summer Roofing Closeout</p>						
<p><b>Official Documented Meeting Minutes:</b> DP to review warranty submitted for approval</p>						
<p><b>Previous Meeting Minutes:</b> <b>02/21/2019:</b> DP to review warranty submitted for approval</p>						

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10	Addressable Fire Alarm Devices	\$27,415	Sends auto notification sensor to panel for location of issue. Makes uniform with new/renovated areas.	Medium	Yes	3/1/2019	
11	Classroom Renovations	\$309,678	Make uniform with new/renovated areas. New walls, ceilings, insulation, duct work, heating. Estimate does not yet include renovation of hallway from front entrance to classroom wing or doors/hardware.	High	Yes	1/1/2019	Approved
12	Interior Hollow Metal Doors	TBD	Board decided on wood at 12/12/2018 mtg.	N/A	No	N/A	Rejected
13	Extra Data Cabling	\$400/room	Go from 4 to 6 drops	Low	No	N/A	
14	Kalwall Replacement	TBD		High	Yes	2/1/2019	Approved
15	Targeted Door/Hardware Replacement	TBD	Metal or wood doors. Match doors/hardware in old building with add/renovated. Doors include gym storage room doors, doors entering gym from AD office, drop off/pick up entrance doors.	High		2/1/2019	Approved
16	Path/Grass Pavers side of Building	TBD	Allows for septic truck and access for emergency vehicles. Recommended by fire dept.	High		6/1/2019	Approved
17	Gym Floor	\$175,000	Considerable egress issues/maintenance/tarp storage. This is conservative estimate.	High	No	3/1/2019	
18	Overhaul Media Center	TBD	Educational area. Need to clarify priority - high or medium.	High	No	4/1/2019	
19	Alternate #11 Corridor Upgrades	TBD		High	No	3/1/2019	
20	Restroom Renovations - Cafeteria	TBD		High	No	4/1/2019	
<p><b>Previous Meeting Minutes:</b>  <b>02/21/2019: (None)</b></p>							

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