

**Keene Middle School Building Committee
34 West Street, Keene, NH
Meeting of Wednesday, March 9, 2011 11:00 A.M.**

Committee Members Present:

Elizabeth Coppola, Co-Chair, Chris Coates, Co-Chair (arrived 11:17), William Gurney (arrived 11:15), John Harper, Tom Remillard (arrived 11:15), Dotty Frazier, Bob Gaughan and Richard Beard

Others in Attendance:

Paul Marinace of Marinace Architects, Carl Panza, Keene School Board member and William Sudsbury, Clerk of the Works

Ms. Coppola called the meeting to order at 11: 12 a.m.

1. Approve Minutes of February 3, 2011

Mr. Gaughan moved and Mr. Beard seconded that the minutes of February 3, 2011 be approved. The vote on the motion was unanimous.

2. Budget Update

Paul Marinace reviewed several change estimates with the Committee. They were:

Change estimate #143 for controls modifications – not to exceed \$9,575

Change estimate #127 for modifications to the server room – not to exceed \$19,571

Change estimate #129 adding ceramic tile to identified bathrooms for \$15,412

Change estimate #144 to upgrade telephone and data connections – not to exceed \$52,103

Mr. Coates moved and Mr. Beard seconded, that the four change orders be approved as presented. The vote on the motion was unanimous.

Mr. Marinace stated that there were many other small change orders that combined totaled approximately \$59,000. These would be approved by Mr. Gurney due to their small size.

3. Furniture Purchasing

Mr. Marinace outlined the process being used for purchasing furniture and said that the lists of items needed were currently out to bid. Mrs. Frazier stated that the purchases would be in line with the state educational specifications for the project. Discussion ensued relative to furniture presently at the existing KMS that could be used at the new facility, items that could be donated to other schools, items that could be sold or disposed of, etc.

4. “Nostalgic” Items

Discussion ensued regarding items donated in the past located at the current KMS that might be moved to the new facility. Mrs. Frazier has collected a list of such items. Mr. Marinace stated that space had been left in the main lobby for displays. It was agreed that the Historical Society and/or Historical Commission might advise regarding the disposition of such items.

5. Naming of Facilities/Parts of Facilities

Mr. Harper distributed copies of school board policy #8311 “Naming School Facilities and Parts of Existing Facilities”. Mr. Coates stated that the Board’s Facilities Committee had recently begun this discussion but would proceed slowly with decisions likely not made until after construction was completed.

6. Clerk-of-the-Works Report

Mr. Sudsbury updated the Committee on the progress of construction. MacMillin has now added a third job superintendent responsible for the construction of the SAU building. The second irrigation well is currently being drilled. The sprinkler system is almost complete.

He went on to outline roof leaks in the classroom sections showing related pictures as well as pictures of other aspects of the project. He distributed a new project schedule from MacMillin that he had received earlier that morning which was not consistent with the contract date. After discussion, Mr. Gaughan moved and Mr. Coates seconded, to direct Mr. Gurney to follow up with MacMillin regarding the Committee’s concerns about the new schedule. The vote on the motion was unanimous. Mr. Gurney further agreed to keep the Board of Education updated regarding the schedule situation and to be the contact person for inquiries concerning the new schedule.

7. Project Schedule Update

This item was covered under the Clerk-of-the-Works report.

8. Other

The next meetings of the Committee were scheduled for March 23, April 6 and April 20 – all to be held at 1:00 p.m. at 34 West Street.

The meeting adjourned at 1:12 p.m.

John R. Harper
Business Administrator