

**Keene Middle School Building Committee  
Principal's Conference Room, Keene Middle School  
Meeting of Wednesday, April 20, 2011 1:00 P.M.**

Committee Members Present:

Elizabeth Coppola, Co-Chair, William Gurney, John Harper, Tom Remillard, Dotty Frazier, Bob Gaughan and Richard Beard

Others in Attendance:

Frank Marinace of Marinace Architects, Carl Panza, Keene School Board member, Bob Milliken, KMS Technology Specialist, George Fellendorf, Citizen and Abby Spegman, Keene Sentinel

Ms. Coppola called the meeting to order at 1:00 p.m.

1. Approve Minutes of April 6, 2011

Mr. Harper moved and Mr. Remillard seconded that the minutes of April 6, 2011 be approved. The vote on the motion was unanimous.

2. Budget Update

Mr. Marinace stated that there had been little change to the budget since the Committee last met on April 6. He requested that the Committee authorize him to award the furniture contracts to selected vendors under condition that the total amount fit within the Furniture and Fixtures budget. Mr. Harper moved and Mr. Gurney seconded that Mr. Marinace be authorized to award the furniture contracts as requested, subject to not exceeding the overall Furniture and Fixtures budget for the project. The vote on the motion was unanimous. After selection, Mr. Marinace will forward the results of the furniture awards to Ms. Coppola, who will then forward them to Committee members.

Mr. Remillard informed the Committee that bids for the KMS phone system had been received. Four vendors submitted bids with the lowest proposal coming from B.A. Technical Services at a price of \$88,627. Mr. Remillard explained that the proposals did not include security cameras, which would be purchased later at additional cost. He recommended that the low bid be accepted. Mr. Harper moved and Mr. Gurney seconded that the \$88,627 proposal from B.A. Technical Services be accepted. The vote on the motion was unanimous.

3. Clerk-of-the-Works Report

Mr. Gurney reported in Mr. Sudsbury's absence. He reviewed progress made throughout the project since the previous Committee meeting. Among numerous items, he stated that all masons were scheduled to be finished in two weeks, and

landscaping work had re-commenced. The SAU building would be toured by staff the following day and that the KMS facility was “starting to look like a school”.

Mr. Gurney further stated that security personnel would soon be on site from 6:00 p.m. to 6:00 a.m. until the buildings were able to be completely locked and secured from intruders. In answer to a question from Mr. Beard, Mr. Remillard stated that the wood chip heating plant would likely not be fired until fall.

4. Project Schedule Update

Mr. Marinace stated that MacMillin was working under the revised timeline that they had proposed at the previous Committee meeting. Mr. Gurney stated that the School Board was in the process of scheduling a meeting with legal counsel to review that revised schedule.

5. Other

The Committee’s next meeting is scheduled for 1:00 p.m. on May 4<sup>th</sup> in Conference Room A at 34 West Street. The following meeting will be held at 1:00 p.m. on June 1<sup>st</sup>, also at 34 West Street.

The meeting adjourned at 1:40 p.m.

John R. Harper  
Business Administrator