

**Keene Middle School Building Committee**  
**43 Arch Street, Keene, NH**  
**Meeting of Wednesday, May 26, 2010 11:00 A.M.**

Committee Members Present:

Elizabeth Coppola, Co-Chair, Neil Donegan, Dorothy Frazier (until 12:15 p.m.), William Gurney, John Harper, Tom Remillard, Robert Gaughan and Richard Beard

Others in Attendance:

Frank Marinace of Marinace Architects, William Sudsbury, Clerk of the Works and Sarah Palermo, Keene Sentinel.

Ms. Coppola called the meeting to order at 11:00 a.m.

1. Approve Minutes of February 9, 2010

Mr. Donegan moved and Mr. Gaughan seconded that the minutes of February 9, 2010 be approved. The vote on the motion was unanimous.

2. Permit Status (wetlands)

Mr. Marinace reported that the wetlands permit had been signed by all parties and was in the mail currently. The paperwork had been delayed for approximately thirty days in process at the Army Corps of Engineers office in Washington, D.C. There was some additional cost experienced due to this delay but that cost would be manageable within the total project budget.

3. Status of Maple Avenue Archaeological Study

Mr. Marinace stated that the archaeologist working at the site was in the last phase of his work and would be completed by July 1 per the District's agreement with him. The total cost of the work was estimated to be approximately \$100,000.

4. Changes to date

Mr. Marinace distributed revised project budgets labeled "New Keene Middle School" and "New SAU#29 Building" Update 5-26-10 and reviewed them with the Committee.

Change order requests totaling \$128,876 were presented and discussed. Mr. Donegan moved, and Mr. Remillard, seconded, that the change orders be approved as presented. The vote on the motion was unanimous.

Mr. Marinace categorized the budget for both projects being in “very good shape” at this point in time.

Mr. Gurney cited a concern regarding change orders being presented by the general contractor at the “last minute” without prior approval and stated that the contractor had been made aware that this situation was not acceptable. Mr. Gurney stated that he would make arrangements to keep a second set of minutes of construction meetings with the general contractor, in addition to the contractor’s own minutes, so that there would be substantial records of these meetings.

5. Budget Update

Mr. Donegan moved, and Mr. Remillard seconded, that the Committee authorize a sum of up to \$150,000 be allocated for costs associated with having utilities provide underground wiring on Maple Avenue for the KMS/SAU projects. The vote on the motion was unanimous.

6. Other

Mr. Marinace reported that the numbering system of the KMS building was currently being developed as well as information regarding the technology needs of electronic boards. School furnishing needs were also being assessed.

Mr. Marinace informed the Committee that there had been a request from the general contractor for additional funds due to delays for site work. He stated that he did not feel these charges were legitimate and that they had been denied. The general contractor has been cautioned that all additional charges needed to be agreed to in advance.

Mr. Sudsbury reviewed the progress of the project in detail. He stated that the project, in his opinion, was behind schedule and that it would be very difficult for the general contractor to deliver the building on time. Mr. Marinace reminded the Committee that the timeline of the project had been proposed by the general contractor and that, as part of the contract, should be required to be met. Delays in the project that impacted the ability of school to open there in 2011 and might also impact possible sale of the existing Middle School property all had costs attached if the contract date was not met. The consensus of the Committee was that it was too early in the construction stage to be alarmed but that the general contractor should be required to meet the completion date of the contract. The next meeting dates were set as June 23, July 21 and August 25. Mr. Gurney will arrange for the June 23 meeting to be held at Daniels School so that a tour of the construction site could be conveniently arranged.

Discussion ensued relative to a possible change in the roof requirements for the project. The current roof had been upgraded from the original “TPO” roof

included in the bid specifications to a “Sarnafil” roof at an additional cost of approximately \$68,000. Mr. Remillard had since met with a representative of the TPO product who had offered to increase the warranty on that roofing from the original 20 years to 25. In addition, the TPO roof was represented to be more environmentally friendly than the other roofing. The net result of changing roofing systems was a potential savings of approximately \$68,000 plus an increase in the warranty period of an additional five years. Mr. Remillard moved and Mr. Gurney seconded, that this roofing change be made – subject to verification to the Committee of the actual dollar savings from the change being as represented above. The vote on the motion was unanimous.

The meeting adjourned at 12:40 p.m.

John R. Harper  
Business Administrator