

# Hanover High School Building Committee Meeting Minutes

**PROJECT:** New Hanover High School  
**LOCATION:** High School Library

**MEETING DATE:** June 7, 2010

**ATTENDEES:** *(Absent in Italics)*

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Bldg. Cmte: - Chris Martin                      - Kerry Harrison                      - Jeanne McCloskey  
                   - Dr. Kristine Nash                      - Ed Lee                                      - Mike Cianciola  
                   - Dr. Tom Raab                                  - Paul Nimeskern  
                   - Les Molyneaux                                  - Al Kuhn  
                   - *Jim Hoey*    - Steve Devine

PMA: - Chris Simmler

Town: - *Dan Pallotta*    Callahan - Steve Carley

HMFH - *George Metzger*  
                   - Lori Cowles  
                   - Colin Dockrill

**Call to Order:** 6:05 pm

The meeting began with a tour of the building and a review of the mock up panels. Once completed, the committee moved to the High School Library.

The minutes from the 5/10/2010 Building Committee were reviewed. A motion was made by Paul to accept the minutes, seconded by Ed. All approved.

**General/Misc. Items**

Item	Responsible	Due	Notes
06-07:01	HMFH/PMA	7/1/10	<b>Sporttek Field Turf Material:</b> It was requested by the committee to confirm that the materials for the field have been tested and will not affect student's health.
06-07:02	Hanover	7/6/10	<b>Toilette Accessories:</b> It was reviewed that it was believed that the school's vendor was going to provide paper holder products at no cost to the school. However, after the school has used the provided items for a year, they are not happy with the quality. It was indicated that it may be better if the project purchases these and has Callahan install. HMFH indicated that this was not in their base scope. It was discussed that these items shall not be recessed but surface mounted, durable and vandal proof. School to research and provide building committee the information.
06-07:03	Callahan	7/6/10	<b>Monumental Stair Panels:</b> HMFH brought catalogs showing various glass panel inserts in lieu of the wire mesh currently specified. The committee is waiting for pricing from Callahan before a final decision is made.
06-07:04	Callahan	6/15/10	<b>Turf Field Center Logo:</b> The committee would like to use the standard "H" with the native American headdress for the center of the football turf field. However, it was indicated that this may be too complicated a symbol for the installer to do. Callahan to provide pricing to the committee.
06-07:05	Hanover	7/6/10	<b>White Boards/Tack Boards vs Polyvision Flex Boards:</b> The committee was presented with the use of Polyvision Flex Boards for the classroom to support their curriculum. However, the Polyvision product may be a proprietary item requiring committee approval. Also, it was not understood the electrical requirements, if any needed. School to get additional information and present to the committee.

06-07:06		Record	<p><b>Brick/Facade Mock Up:</b> The committee reviewed the façade for the maintenance and concession buildings. There was consideration to switch from CMU to brick since this was the original thought but was VE'd out to save money. Callahan indicated that the split CMU was a special order and Hanover already owned it, but he could return the standard red CMU block. To go with all brick would be a \$56,000 upcharge and the Project would own the pallets of split faced CMU. It was decided not to spend additional money and to compromise – black cmu split face will be installed as planned, the red split face block will be substituted with a brick soldier course and the remaining area would be brick red velour color laid horizontally.</p> <p>Vote: Motion (NEED INFO)</p>
05-10:01		Record	<p><b>Integral Concrete: Update 6/7/10:</b> Committee reviewed placed samples by Callahan. It was agreed that Coachella Sand would be used in the Art rooms and Autumn Beige would be used in the hallway. Item closed.</p>
05-10:02	PMA/Callahan	7/1/10	<p><b>Cedar Drive Pot Holes:</b> The committee requested that PMA review the condition of Cedar Drive and have any pot holes the responsibility of Callahan be filled in, any other pot holes, the committee will pay Callahan to fill since this is not a public road and the school does not have the means to repair at this time. <b>Update 6/7/10:</b> On-going.</p>
03-22:01	Callahan	6/30/10	<p><b>Chemistry/Biology Room Layouts: Update 5/10/10:</b> HMFH presented a draft re-design that was reviewed by the school and agreed to. HMFH to provide formal re-designed layout and will issue to Callahan for review and pricing.</p> <p><i>Vote: Motion made by Paul to accept the changes to the science rooms on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. Ed seconded. All approved.</i></p> <p><b>Update 6/7/10:</b> PR#9 issued by HMFH. Callahan to price out.</p>
03-22:03	PMA	7/5/10	<p><b>Terrazzo: Update 6/7/10:</b> PMA placed Central Register Ad for SOQ for Terrazzo and has completed the SOQ for distribution.</p>
03-08:03	Hanover School	6/15/10	<p><b>MA-CHPs: Update 4/5/10:</b> On-going <b>Update 5/10/10:</b> School has one last piece of info to provide HMFH. <b>Update 6/7/10:</b> On-going</p>
12-07:01		Record	<p><b>Color Selection Process: Update 6/7/10:</b> A lengthy discussion ensued regarding various interior color selections. The materials for the interior classrooms (accent walls and flooring) and hallways was chosen as well as colors for the locker rooms, fitness center, admin wing, art room, etc. Doors to be light maple, lockers grey, hardware brushed nickel. Item closed.</p> <p><i>Vote: Motion made by Tom to accept the interior colors as presented by HMFH. Kerry seconded. All approved.</i></p>

#### Schedule

Item	Responsible	Due	Notes
12-15:01	PMA	6/5/10	<p><b>Project Schedule: Update 6/7/10:</b> PMA reported that building is 41% complete, that exteriors of the building and roof were continuing. Site work including field grading and under drain were on-going. Rough in of HVAC, Plumbing and fire protection continued on the 2<sup>nd</sup> and 3<sup>rd</sup> floors, as did wall/exterior metal studs. Locker room slab on grade being placed. Concession and maintenance buildings ready to receive their façade.</p>

#### Construction Drawings

Item	Responsible	Due	Notes
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06-29:03	PMA	7/1/10	<b>Irrigation Wells: Update 6/7/10:</b> It was brought to the committee's attention that Hanover has high iron content in its water which can cause staining over a prolonged period. HMFH acknowledged that their consultant was aware of this but believed that the well being installed would not disperse iron. Iron is heavy, it sinks and is generated in the bedrock therefore it is more likely to be found in a sand and gravel well vs a bedrock well. The committee elected to follow the recommendations of the professionals. PMA will discuss with Callahan to see if there was away to confirm this iron issue during the test wells so that we can make an appropriate well type decision.
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**Budget/Invoices:**

Item	Responsible	Due	Notes
05-10:03	PMA	5/15/10	<b>CO#2</b> – PMA reviewed CO#2 which involved the winter conditions cost incurred by Callahan and its affected subcontractors as a result of the court injunction that occurred in Dec 2009 and ended in Jan 2010. PMA explained that this was a negotiated settlement for \$122,500 and did not include a time extension. The committee requested that language be added that “If the court finds against Callahan, this amount would be returned to Hanover.” or something to that affect. <b>Update 6/7/10:</b> Waiting on Callahan to provide language.
05-10:04		Record	<b>Town Invoice for Consulting Services:</b> The Town provided an invoice from last year that was mistakenly overlooked and requested payment. It was for consulting services associated with the review of the documents. The committee was concerned that the invoice was over budget and contained some questionable reimbursements. PMA will review and re-present. <b>Update 6/7/10:</b> Additional information was provided by the Town and the invoice was approved. Item closed.  <i>Vote: Motion made by Ed to pay the \$11,718.40 to Aecom Environmental for services rendered. Paul seconded. All approved.</i>
		Record	<b>Invoice:</b> The following invoices were presented and processed: Callahan#8 – \$1,767,616.89 PMA April invoice: \$42,549.89 PMA May invoice: \$49,740.63 HMFH - \$38,893 (CA)  <i>Vote: Motion made by Ed to approve the above invoices, Paul seconded. All approved.</i>

A motion was made by Les to adjourn the meeting, second by Paul. All approved.

**Meeting Adjourned:** 9:45 pm

**Next meeting will take place on July 6, 2010 at 7:00 PM at Dr. Nash's office.**

PMA Construction Services assumes, to the best of our knowledge, that the above content of these Meeting Minutes depict all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

**Prepared By:** PMA Construction Services

**Signed:** Chris Simmler

**Date:** 6/09/10