

# Hanover High School Building Committee Meeting Minutes

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

**MEETING DATE:** July 12, 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  
 - Steve Devine

PMA: - Chris Simmler

Town: - *Dan Pallotta* Callahan - *Steve Carley*

HMFH - George Metzger  
 - Lori Cowles  
 - Colin Dockrill

**Call to Order:** 7:07 pm

An Emergency Building Committee Meeting was held on July 1, 2010 at 7pm at Dr. Nash's office to review four brick façade options presented by HMFH. Ultimately option #2A was chosen. Vote: A motion was made by Paul to choose brick façade option #2A. Mike seconded. All approved. (in attendance were Steve, Chris, Les, Mike, Paul and Kerry).

The minutes from the 6/7/2010 Building Committee were reviewed. A motion was made by Tom to accept the minutes as amended, seconded by Les. All approved.

**General/Misc. Items**

| Item     | Responsible | Due     | Notes   |
|----------|-------------|---------|---|
| 07-12:01 |             | Record  | <b>Supreme Court Decision:</b> Chris Martin explained that the MASS SJC ruled in favor of Hanover, in that Callahan did not commit fraud in their RFQ submission and that the selection and building committee did nothing wrong in the process.  |
| 07-12:02 | PMA         | 8/11/10 | <b>Move Consultant:</b> The school requested that PMA set up some meeting times with DPM to re-start move planning.   |
| 07-12:03 | PMA         | 8/11/10 | <b>Cx for Irrigation System:</b> The committee asked PMA to re-solicit Horizon for irrigation commissioning efforts since their original price of \$10,400 seemed high.   |
| 07-12:04 | HMFH        | 8/11/10 | <b>Turf Field Drainage Submission to Town:</b> HMFH to provide ConCom/Planning Board final turf field drainage design. Town will have their consultant review it for approximately \$2,500.   |
| 07-12:05 | Bldg Cmte   | 8/11/10 | <b>Donor Opportunities:</b> HMFH reviewed scopes in the base scope that are available to the committee to consider for donations. There are 12ea of 2'x4' blue stone slabs and 6ea of 12"x14" cast bronze plaques. School to review and advise.   |
| 06-07:01 | PMA         | 8/11/10 | <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. <b>Update 7/12/10:</b> PMA explained that HMFH and PMA had provided Les all available product information regarding the turf field to include warranty (8 years), product data, etc. As of this date, PMA unable to identify a firm that can test the black rubber balls used on the field. A contact from Sprotek was provided to PMA Phil Sticktlen 706 624-9680. PMA to contact him on testing firms and "rules" for field use that the owner can post at the field. |

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|----------|----------|---------|---|
| 06-07:02 | HMFH     | 8/11/10 | <p><b>Toilette Accessories: Update 7/12/10:</b> PMA indicated that since last meeting, HMFH had issued an ASI to Callahan to run power to all hand dryer locations to include maintenance and concession building. PMA explained that HMFH identified an electric hand dryer that was low in decibels and cost approximately \$400 ea (material only). The committee requested that HMFH prepare a list of locations that needed any sort of paper towel product. The list will then identify number of locations needing power as well as those locations where the owner will need to still supply paper towels. Since Callahan will start sheet rocking soon, getting the model type and blocking requirements will be needed prior to the next building committee meeting.</p> <p><i>Vote: Motion was made by Mike to authorize the purchase and install of a yet to be determined electric hand dryer in a NTE amount of \$20,000. Steve seconded. All approved.</i></p> |
| 06-07:03 | HMFH     | 8/11/10 | <p><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. <b>Update 7/12/10:</b> Callahan provided an up charge price to switch to tempered glass versus wire mesh. Value is approximately \$30,000. Building Committee will need to pick final product and texture which may involve sand blasted finish, smoked, etc.</p> <p><i>Vote: Motion made by Steve to authorize the substitution of wire mesh for tempered glass for the main stairs into the cafeteria in the NTE amount \$30,000 where HMFH will present glass specific finishes for a final building committee review and approval. Dr. Nash seconded. All approved.</i></p>  |
| 06-07:04 | PMA      | 8/11/10 | <p><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. <b>Update 7/12/10:</b> PMA, on Callahan's behalf, explained that the field logo chosen would be a \$7,500 up charge due to installation differences with the modified design. Committee asked that PMA get more information before they approve. PMA advised that the logo was already in production.</p>   |
| 06-07:05 | Hanover  | 8/11/10 | <p><b>White Boards/Tack Boards vs Polyvision Flex Boards: Update 7/12/10:</b> Due to a sickness, Mike Purdy was unable to present to the building committee. HMFH re-explained the overall concept, base whiteboard scope, and options PMA and HMFH are reviewing regarding procurement. Mike to present at next cmte meeting.</p>  |
| 05-10:02 | PMA      | 8/11/10 | <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. <b>Update 7/12/10:</b> PMA will update at next cmte meeting.</p>  |
| 03-22:01 | Callahan | 8/11/10 | <p><b>Chemistry/Biology Room Layouts: Update 6/7/10:</b> PR#9 issued by HMFH. Callahan to price out. <b>Update 7/12/10:</b> Callahan provided a proposal in which HMFH and PMA disagree with their proposal and were re-reviewing.</p>  |

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|----------|----------------|---------|--|
| 03-22:03 | PMA/HMFH       | 8/11/10 | <b>Terrazzo: Update 6/7/10:</b> PMA placed Central Register Ad for SOQ for Terrazzo and has completed the SOQ for distribution. <b>Update 7/12/10:</b> PMA received three proposals that will be reviewed. HMFH presented multiple terrazzo design options as well as examples from other projects that included patterning, ribbon pattern, etc. After a lengthy discussion, it was decided that HMFH should continue to develop the river pattern option (#3) but add some more colors and a “wow” factor to it. |
| 03-08:03 | Hanover School | 8/11/10 | <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 <b>Update 7/12/10:</b> On-going   |

#### Schedule

| Item     | Responsible | Due     | Notes   |
|----------|-------------|---------|---|
| 12-15.01 | PMA         | 7/12/10 | <b>Project Schedule: Update 7/12/10:</b> PMA reported that building is 47% complete, that exteriors of the building and roof were continuing. Site work in the field as well as binder for several parking areas was complete. 2 <sup>nd</sup> and 3 <sup>rd</sup> floor framing and rough MEPs progressing well. 1 <sup>st</sup> floor SOG on-going. Concession and maintenance buildings approx 60% complete. |

#### Construction Drawings

| Item     | Responsible | Due    | Notes  |
|----------|-------------|--------|--|
| 06-29:03 |             | Record | <b>Irrigation Wells: Update 7/12/10:</b> Well has been dug to around 300 feet and is achieving approx 200 gallons/minute. Item closed. |

#### Budget/Invoices:

| Item     | Responsible | Due    | Notes   |
|----------|-------------|--------|---|
| 07-12:06 |             | Record | <b>CO#3</b> – PMA presented CO#3 which for the brick upcharge at out buildings and play ground re-install material. Total is \$51,204.15.<br><br><i>Vote: Motion made by Steve to approve CO#3 in the amount of \$51,204.15. Dr. Nash seconded. All approved.</i>   |
| 05-10:03 |             | Record | <b>CO#2 –Update 6/7/10:</b> Waiting on Callahan to provide language. <b>Update 7/12/10:</b> As a result of the Mass SJC’s decision, this language is no longer required. Item closed.<br><br><i>Vote: Motion was made to stike the previous vote on CO#2 by the committee and accept CO#2 as presented for \$122,500. Steve seconded. All approved.</i>   |
|          |             | Record | <b>Invoice:</b> The following invoices were presented and processed:<br>Callahan #9 – \$2,454,257.55<br>PMA June invoice: \$45,129.54<br>HMFH - \$38,639.35 (CA)<br>HMFH - \$525 for chem/phys room re-design<br>HMFH - \$5,450.23 – Geotech services<br>HMFH - \$3,250 for terrazzo design<br>Legal - \$582.30<br>Display Boards - \$156.00<br><br><i>Vote: Motion made by Al to approve the above invoices, Chris seconded. All approved.</i> |

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

**Meeting Adjourned:** 9:23 pm

**Next meeting will take place on August 11<sup>th</sup> at 6pm 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:** 7/14/10