

Penn Brook School Building Committee Meeting Minutes

*August 20, 2013 - 7:00 PM
Town Hall – Basement Meeting Room*

DRAFT

Committee:

<u>Voting Member</u>	<u>Representing</u>	<u>Present</u>
Ellie Sinkewicz	Building Committee Co-Chair	X
Michelle Smith	Building Committee Co-Chair	X
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	X
Rob Hoover	School Committee	
Kerry Stauss	Citizen	X
Stuart Egenberg	Board of Selectmen	X
Eric Zadina	Citizen	X
Jeff Wade	Citizen	
<u>Non-Voting Members</u>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	X
Donna Tanner	Principal, Penn Brook School	
Margaret Maher	Principal, Perley School	
Joan Liporto	Finance and Operations Director	
Peter Lucia	Principal, Middle & High School	
<u>Other Attendees:</u>		
Carl Franceschi	DRA	X
Courtney Southwick	DRA	X
Chuck Adam	Municipal Building Consultants	
Pat Saitta	Municipal Building Consultants	X

1) Public Comment -

- None

2) Approval of minutes:

- August 6, 2013 - *motion made by George to table the minutes as there appears to be a typo on the dates, MBC will look into, second by Tille, all approved*

3) Approval of Invoices:

- None

4) Correspondence:

- None

5) Old Business:

- None

6) **New Business:**

- **DRA and MBC provided an update on Bidding Activities:**
 - Site visit by bidders tomorrow 8/12
 - Filed sub-bids due 9/5
 - GC bids due 9/19
 - MBC continues to review bid documents and addenda as they are issued
 - DRA preparing addenda based on questions from bidders
 - Reviewed process of acceptance bids, reviewing bids, making recommendation and building committee action.

- **Continued discussion of secondary access drive material:**
 - DRA reviewed that documents included ¾" compacted gravel
 - Committee concerned with emergency vehicle access and suggested going to 10'-0" wide with ½" crushed stone material.
 - ***Motion made by George and seconded by Tillie to accept this change, motion passed by a majority vote.***

- **Review of potential slab moisture issue:**
 - DRA reviewed industry wide potential issue of high moisture content in new concrete slabs
 - Bid documents include a Barrier One system additive to concrete to which DRA is concerned with recent issues
 - DRA proposed a moisture mitigation system which is added to the top of the concrete slabs.
 - ***A motion was made by Ellie to accept DRA's recommendation and change the bid specs to delete Barrier One and add a moisture mitigation system. The motion was seconded by Tille, all present voted approval.***

7) **Next Building Committee Meetings:**

- Tuesday, September 10, 2013 @ Town Hall - 7:00 PM
- Tuesday, September 24, 2013 @ Town Hall - 7:00 PM

Motion to adjourn by Peter and second by Tillie, all present voted approval