

The Public Building Commission (PBC) held a meeting on January 23, 2012 at the Bolton High School Media Center with Chair Scott Bosco presiding. Also in attendance were: PBC members Leslie Shea, Jason Norris and John Dean; Angela Cahill, Fletcher Thompson; Marcus Brennan and Mauro Rubbo from Gilbane; Superintendent Paul Smith; Ray Boyd; Rob Rousseau; and Administrative Officer Joyce Stille.

**1. CALL TO ORDER**

Mr. Bosco called the meeting to order at 7:03 P.M.

**2. APPROVAL OF MINUTES**

Minutes from the December meeting had not been submitted.

**3. PUBLIC COMMENT**

None.

**4. HIGHSCHOOL PROJECT**

**a. Updates on:**

**1) Construction Manager**

**a) Construction update**

**1) Status of punch lists**

**a) Site-basin, fields, regarding water tank, access added wood bollards**

All work completed.

**b) Building**

Punch list work continues, Ms. Stille had walked the area with Mr. Brennan and Mr. Martin.

**c) Roof**

Gilbane getting warranty from company.

**c) Gymnasium floor and equipment-partition letter**

Gym floor is done. Three more corner wall pads are needed. Ms. Cahill is to obtain a quote from the vendor.

**d) HVAC issues**

Gilbane has been working on the HVAC. There is still an issue with a couple of units that will not restart automatically.

**e) Sound issue in main office**

Sound issue has improved in the office. In the BOE restroom space, there is a sound issue which school staff will address.

**f) Concrete floor sealer warranty**

Contractor offered a credit of \$6,000 in lieu of the warrant. Work was done and test reports are available.

- g) Window shades-BOE, locker room, media center**  
Classroom shades were shipped January 18<sup>th</sup>. BOE shades are expected after that date.
- h) Locks and hardware**  
Two areas still open are the ticket booth door and doors between the BOE and school.
- i) Project closeout**
  - 1) Environmental reporting**
  - 2) Owners Manuals and As-Builts**
  - 3) Training**  
Training is completed. Gilbane expects to have drawings and manuals within the next 2 weeks. Mr. Brennan and Ms. Stille will meet to discuss the change orders submitted to the state and responses received.

## **2) Architectural**

- a) FFE**  
There are still issues with some of the delivered furniture. Some FFE has not yet arrived. On September 28, 2011 the PBC approved spending \$120,509.77 on additional FFE. A motion was made by Mr. Dean, seconded by Mr. Norris to authorize Ms. Stille to work with Mr. Smith to finalize the \$120,509.77 list of FFE items and to order them. Motion unanimously passed.
- b) Smart Board update**  
There were still a few outstanding issues to be addressed including the wiring in the science rooms.
- c) Common area furniture (interior and exterior)**  
Ms. Cahill showed information on couches for the entrance. A motion was made by Ms. Shea, seconded by Mr. Norris, to authorize Ms. Stille to purchase the furniture as proposed after Ms. Shea approved the color sample. Motion unanimously passed.
- d) Ticket booth**  
The ticket booth is still not functional due to the door installation not being completed.
- e) Way finding signs in parking lot**  
Signs should be installed shortly.
- f) Status of commission reports**
- g) LEED documentation**  
Documentation work continues for the LEED certification.

**5. REVIEW AND ACT ON CONSTRUCTION CHANGES**

A motion was made by Mr. Dean, seconded by Mr. Norris, to award the purchase of the timpanis to Gerry's Music Shop pending the Board of Selectmen waiving the bid process. Twice in the formal bid process, no bids had been submitted. Gerry's Music Shop was the lowest quote out of three quotes obtained. Motion unanimously passed.

A motion was made by Mr. Norris, seconded by Mr. Dean to approve CCA1040 for \$2,640 authorizing Gilbane to purchase two wireless microphones. Motion unanimously passed.

A motion was made by Mr. Norris, seconded by Mr. Dean to approve CCA1060 for filling the gaps in the masonry exterior walls for \$5,500. Motion unanimously passed.

A motion was made by Ms. Shea, seconded by Mr. Dean, to approve CCA1070 for a \$6,000 credit for the Moxie concrete warranty. Motion unanimously passed.

A motion was made by Ms. Shea, seconded by Mr. Norris to reject CCA5044 for \$18,751 for theatrical lighting system. Motion unanimously passed.

A motion was made by Mr. Dean, seconded by Mr. Norris, to approve CO20 for \$86,590. Motion unanimously passed.

A motion was made by Mr. Norris, seconded by Ms. Shea, to approve CO21 for the BOE shades for \$6,685. Motion unanimously passed.

**6. CORRESPONDENCE**

A motion was made by Mr. Norris, seconded by Ms. Shea, to approve Fletcher Thompson invoice 18478 for \$10,917.32. Motion unanimously passed.

A motion was made by Mr. Dean, seconded by Mr. Norris, to authorize Mr. Bosco and Ms. Stille to negotiate any and all extra fees charged by Fletcher Thompson. Motion unanimously passed.

A motion was made by Ms. Shea, seconded by Mr. Norris, to approve BVH invoice 2110152.00-9 for \$220.00. Motion unanimously approved.

A motion was made by Ms. Shea, seconded by Mr. Norris, to approve Van Zelm invoice 36631 for \$2,349.00. Motion unanimously passed.

A motion was made by Ms. Shea, seconded by Mr. Dean, to approve Gilbane requisition 20 (December) for \$254,661.32. Motion unanimously approved.

**7. ADJOURNMENT**

A motion was made by Mr. Dean, seconded by Mr. Norris, to adjourn the meeting at 9:06 P.M. Motion unanimously passed.

Respectfully submitted,

Joyce M. Stille  
Administrative Officer

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.