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WELLINGTON SCHOOL BUILDING COMMITTEE
MINUTES

March 21, 2012

School Administration Building Conference Room

7:30 AM

Meeting #149

Committee Members Attending: John Bowe, Patricia Brusch, Laurie Graham, Mark Haley, Bill Lovallo, Heidi Sawyer, Eric Smith

Liaisons Attending: Donna Pini

Members of the Public: Susan Carey, Matt Sullivan

Clerk: Chris Kochem

Mark Haley, Chair, called the meeting to order at 7:38 a.m.

Called the meeting to order at 7:38 am

Invoices

John Bowe presented the invoices for approval.

1. **Morrissey, Hawkins & Lynch** for legal services from 2/1/2012-3/5/2012. *Pat Brusch made a motion to approve payment of \$592.50. The motion was seconded by Laurie Graham and unanimously approved.*
2. **Energy Economics, Inc.** to review RTU-3. *Pat Brusch made a motion to approve payment of \$240.00. The motion was seconded by Bill Lovallo and unanimously approved.*
3. **LCN** for additional telephone lines, to be paid from the IT budget. *Pat Brusch made a motion to approve payment of 888.00. The motion was seconded by Eric Smith and unanimously approved.*
4. **Acentech** for acoustical consulting for February 2012. *Pat Brusch made a motion to approve payment of \$1,000.00. The motion was seconded by Bill Lovallo and unanimously approved.*
5. **Lakeshore Learning Materials** for FF&E items, to be paid from the FF&E budget. *Pat Brusch made a motion to approve payment of \$704.48. The motion was seconded by Eric Smith and unanimously approved.*
6. **Mega Medical Supply Company** for FF&E items. *Pat Brusch made a motion to approve payment of four invoices (\$500.00, \$1,891.00, \$2,150.00, \$1,459.00), to be paid from the FF&E budget. The motion was seconded by Eric Smith and unanimously approved.*
7. **School Specialty** for FF&E items. *Pat Brusch made a motion to approve payment of five invoices (\$45.52, \$2,262.50, \$426.95, \$559.42, \$3,976.33, to be paid from the FF&E budget. The motion was seconded by Eric Smith and unanimously approved.*
8. **BSN Sports/Sports Supply** for FF&E items, to be paid from the FF&E budget. *Pat Brusch made a motion to approve payment of \$3,978.88. The motion was seconded by Eric Smith and unanimously approved.*

Manlift

Bill Lovallo reported that the two-person manlift does not fit through the cafeteria doors at the

Wellington. It was noted that it is standard in school construction to design these doors with removable mullions or no mullions and that the WBC had requested that the doors be removable. However, Jonathan Levi (architect) did not design the doors to be removable. The school system had requested a two person manlift, which is what was purchased by the WBC. There are two solutions to this issue - 1) send the two person manlift back and pay a restocking fee to get the smaller sized manlift. While this replacement manlift would work for the Wellington cafeteria, it would not meet the other requirements of the Belmont Schools or 2) change the doorway so that the mullions are removable. Option 2 would also allow the cafeteria tables to be stored in the core when there are events going on in the cafeteria.

Bill Lovallo said that the WBC should consider modifications to these doors to address the issue.

Technology

Bill Lovallo reported that Amy Wagner is working with Steve Mazzola and they purchased one SMART board that was on reserve. They put one in the music room and one in the classroom that will be used for the rising first grade class. Mr. Lovallo said there is a cut-off date from the MSBA – need to identify the IT items as an encumbrance and then release the purchase prior to the cut-off date.

Rooftop Units - Noise Testing

Bill Lovallo said he has in hand a proposal from Acentech for testing and taking readings in the neighborhood. The purpose of the testing is to find out what clusters of units are causing noise in the neighborhood. The plan is to do the testing during a weeknight from midnight to 4 a.m. It is regrettable that the testing has to be done in the middle of the night but it is important to do it then so that other noise does not affect the accuracy of the testing. Fred Domenici of the Belmont Schools will need to be available to manage the rooftop units.

There will be five phases in the testing:

- 1) all units running hard and on
- 2) northern cluster (School Street) running with southern cluster (Orchard Street) off
- 3) southern cluster running with northern cluster off
- 4) all units off
- 5) all units running with southern screen wall opening closed off with plywood sheets placed temporarily against opening

Mr. Lovallo reported that plywood will be arriving today to add to the screenings on the rooftop.

Bob Behrens of Acentech has mapped out the locations where he will do the testing. Mr. Behrens believes that he will be able, while still on the public way, to use a 15 feet pole to get readings above ground level in the direction of travel to the second floor of the private residences.

The next step in the process is to forward the proposal to Cavanaugh Tocci so that they can review it.

Since the project will be done on the public way, the neighbors will be informed about the testing but there is no need to send a legal notice.

Mr. Haley asked Susan Carey, an Orchard Street resident, for feedback about the testing plan. She said that she could only speak for herself but that she wants the test to be done at a time when the results will be accurate.

It was agreed that Bill Lovallo will let Darrell King know about the testing so that Mr. King can notify the neighbors that have been in contact with him.

Rooftop Units - Operations

Mr. Lovallo said that Fred Domenici continues to become more proficient with the operation of the units. He noted that Mr. Domenici had determined that the contractor (Kenny and Burnell) had programmed the fin tube operation in reverse. Also, it was running a continuous daily schedule and not five days on and two days off, consistent with the occupancy of the building. The commissioning agent did not identify either of these issues.

Bill Lovallo summarized a conversation he had with Darrell King who stated that he was given a full tour of the rooftop unit and the control systems. Mr. King has stated that he believes the only way to fix the noise issue is to raise the screening.

Bill Lovallo said that the architect has issued Bulletin J31J for this issue and that Skanska is pricing the work.

Skanska is still on target to move RTU-3 during the school vacation beginning April 16. Skanska must generate a safety plan and it must be presented to and commented on by the School Department.

Change in scope – since the screening around RTU-3 will have to be higher when it is raised, this represents a potential additional cost item to the project.

Bill Lovallo stated that the Committee is expecting a change order from Skanska so that it can be sent to Jonathan Levi for a formal response within seven days.

Closing Out the Wellington Project

Bill Lovallo said that he cannot continue to try to close out the construction issues on the Wellington project any longer without consultant services. Mr. Lovallo said that Fred Domenici has been fantastic to work with.

Mr. Lovallo noted that Diane Ozelius has been helpful with the change orders but the process of closing them out has been very time consuming.

Mr. Lovallo noted that Fred Domenici has a list of 20 items that still have to be resolved for the building to be given a permanent Certificate of Occupancy. For example, in the kindergarten bathrooms, Skanska has to revise the grab bars.

Mr. Haley asked about the punch list and Mr. Lovallo replied that it is sitting in limbo. He expressed concern that Jonathan Levi and his staff have not been proactive to the needs of the building to close out the project.

Mr. Lovallo also recommended that all of the items that need to be done should be bundled into a two month project that can be done during the summer. He said that Skanska will want to manage the project in a similar manner for efficiency.

He also noted that the loading dock is dysfunctional because the slope is too steep and said that purchasing an electric pallet jack might help with this issue after discussions with Fred Domenici.

Mr. Lovallo reiterated that the WBC needs project management to finish the project. He suggested that there be a meeting with Chris Carroll of PMA to discuss closeout issues.

Mr. Haley will set up a meeting with Chris Carroll of PMA and will also set up a meeting with Jonathan Levi.

MSBA Closeout

Mark Haley and Pat Brusch will meet with Floyd Carman (Town Treasurer) regarding the MSBA closeout on Tuesday, March 27. They will ask a representative from PMA to attend.

Pat Brusch made a motion to adjourn the meeting at 8:35 am. The motion was seconded by Eric Smith and unanimously approved.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mark Haley". The signature is written in dark ink and is positioned above the printed name.

Mark Haley
Chair