

Prescott Building Renovation

Prescott Renovation Building Committee Meeting

Nov 15, 2017

ATTENDANCE:

Lynne Spencer S&VG	x	Pui-San Ng SVG	
Arthur Vogt S&VG		Mike McCue	
Mary Bulso LPA	x	John Anderson LPA	x
Mike Sczerzen	x	Heather Lennon	x
Walter Sendrowski		Stan Star BOS	
Sue Thompson	x	Kathi Roccio	x
Jay Moody		John DiTomaso	x
Cheryl Gariepy	x	Joan Richards	x
Dave Foster	x	Emily Rose Thayer Memorial Library	x
		Karen Silverthorne Thayer Memorial Library	x

Minutes were voted and approved by the committee.

3.15.17.5	IT- SVG consultants are finalizing IT scope for final review and sign off by John DiTomaso. 4.12.17 Scope approved and out for pricing. 6.24.27 John requested the conduit be changed to 3" diameter. SVG will issue direction to NELCO. 7.19.17 Proposal received from NELCO. Under review by CSI. 8.9.17 Scope has been approved. 9.13.17 work has commenced. Post meeting JD took inventory of incomplete/missing runs. The information was shared with Nelco. 10.15.17 Installation is in progress. John D. is overseeing the installation	
4.12.17	Propane tank- due to underground utilities not shown on the site plan the underground tank will be relocated. Nelco has arraigned a meeting onsite with Osterman to determine the new location.	

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	<p>5.17.17 NELCO has worked out a new location for the underground tank. The location has been coordinated with Osterman and the Lancaster Fire Department.</p> <p>7.19.17 LPA will obtain pricing from NELCO to excavate for the propane tank.</p> <p>8.9.17 Pricing has been approved. There is concern for unknown underground drainage and utilities. The contractor will be diligent during excavation.</p> <p>10.15.17 Tank is installed Closed.</p>	
5.17.17.1	<p>There is an intermittent roof leak. The leak will be monitored for now. When the contractor gains access to the roof for mechanical work the leak will be investigated.</p> <p>8.9.17 the leak has been identified and will be corrected by Nelco. A small section of trim strip needs to be caulked.</p> <p>10.15.17 additional leaks were discovered at the ridge where the asphalt shingles meet the flat rubber roof. The condition was investigated, and it was determined the connection of the two roof surfaces was not done properly when the roof was replaced by a previous contract. The repairs will be done at an estimate of 28k.</p>	
5.17.17.2	<p>The steel progress was slow. Shop drawings were in multiple revisions. Additional steel was added due to unforeseen conditions that developed after plaster and ceiling removal. LPA made a site visit to the fabricator in Pittsfield, NH.</p> <p>6.14.17 All steel has been installed with the exception of a few change order pieces that were added due to unforeseen conditions.</p> <p>7.19.17 During installation a column was pulled against the outside wall. SVG had a review done by</p>	

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	<p>a structural engineer and no damage was noted. Two columns were rejected by the engineer for positioning. NELCO will repair or replace the columns.</p> <p>8.9.17 The columns have been repaired and inspected. The major steel items are now complete.</p> <p>10.15.17 Nelco has a couple steel items remaining on the punch list.</p>	
6.14.17.1	<p>NGRD has not responded to multiple emails and phone calls. Energy Electric has not received an approved design or transformer delivery date.</p> <p>7.19.17 Design approval received from NGRD. Town issued check to NGRD. Waiting for delivery date.</p> <p>8.9.17 NRGD contacted MB to initiate a precon meeting. Nelco will set up precon meeting with NGRD and Energy Electric.</p> <p>9.13.17 Nelco is coordinating trenching with NGRD. Inspection is required before back fill. NGRD will not establish transformer delivery dates until trench and transformer pad have been approved.</p> <p>10.15.17 Due to multiple hurricanes this year the team still does not have a date for the transformer.</p> <p>The Community center has lost power complicating the transformer delivery. NGRD has determined the current pad at Prescott could accommodate a larger transformer that could supply both facilities.</p>	
8.9.17	<p>Nelco has requested the window information for the community to replace the damage window.</p> <p>9.13.17 Nelco has the window supplier information.</p>	

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8.9.17	Repointing of the remaining areas was not approved at this meeting due to budget concerns. 9.13.17 SVG and DPI met with Orlando who made an executive decision to move forward with the necessary repointing. 10.15.17 Repointing is complete.	
10.15.17.1	Policy and procedures were discussed. Issues with the Prescott Building should be brought to the attention of Orlando or DPI.	
10.15.17.2	Dave Foster, Town Facility Manager, has announced his departure. The project will need to know who should be trained to operate the Prescott systems.	

Minutes of the last meeting were approved.

Next meeting Dec 6, 2017