

The Mission of the Litchfield Schools, in partnership with parents and the Litchfield community, is to provide and develop a complete education program of the highest quality that enables students to develop intellectually, socially, physically, emotionally and be capable of adapting to a changing world and its technology. The School Board recognizes this mission statement as its guiding principle. (1994)

**LITCHFIELD SCHOOL BOARD
BUILDING SUBCOMMITTEE
APPROVED MINUTES
March 13, 2007**

Present:

Ms. Tracy Caprioglio, Building Committee Chair
Mr. Mike Boschi, Building Committee Member
Mr. Karl Franck, Building Committee Member
Mr. Jack Scheiner, Building Committee Member
Mr. Shawn Egan, Building Committee Member
Mrs. Cindy Couture, School Board Chair
Mrs. Patricia Jewett, School Board Member, Selectwoman
Ms. Catherine Hamblett, Superintendent
Mr. Steve Martin, Business Administrator
Mr. Martin Schlichter, Principal, GMS
Mrs. Michele E. Flynn, School Board Secretary

1) Call to Order - 7:00pm

Ms. Caprioglio called the meeting to order at 7:03 p.m.

2) Approval of Minutes –

Minutes of February 6, 2007

Mr. Franck made a motion to approve the minutes as written. Mr. Scheiner seconded. The motion carried.

Ms. Caprioglio reported that there were no comments or suggestions in the suggestion boxes.

3) Summary of GMS walk through

Ms. Caprioglio asked Mr. Franck and Mr. Boschi to give their impressions of the GMS walkthrough with Harriman and JCN.

Mr. Franck commented that he had a better understanding of the timeline and how it came to be. He also mentioned that he received a good snapshot of the construction methods used throughout Griffin. Mr. Franck noted that there are many additions on the school and that some items need to be up to code. However, when the school was built, it may have been built in accordance with the building code at that time. He mentioned that there were many things of concern discussed after the walkthrough, but the electrical grounding was a major concern. He commented that he was relieved that it may not be as serious as was first thought.

Ms. Hamblett indicated that Longchamps performed an analysis and found there was some grounding. Mr. Franck commented that GMS has an overly large electrical service and at the time of the walkthrough, the electrical engineers were unable to find the grounding.

Mr. Martin reported that the vendor is having an extremely difficult time. It seems that everything is grounded, but almost nothing is grounded correctly and any one thing happening could cause a problem. Mr. Martin indicated that he has been reminding the vendor that their report should focus on the question of safety and not a question of whether it is up to code. He mentioned that Longchamps, Harriman and the electrical engineer will speak on a conference call because the vendor is having difficulty finding

anything that is done correctly. Ms. Caprioglio commented that she felt this is not a Building Committee issue. If it comes down to safety it would not be under the Building Committee's realm. Mr. Martin pointed out that this is a maintenance issue and not a Building Committee issue. Mr. Martin noted that when Harriman and JCN present their report it will focus on what part of the electrical system can be salvaged. Any work done prior to the presentation of their report will be necessary repairs.

Mr. Franck indicated that there were some other concerns. There is no insulation in many areas; the 1955 addition has a wood framed roof; soffits are not stopped at the ceiling in some locations, which allows air to flow through; and in the 1978 addition a portion of a block wall goes to the top of a classroom, but several blocks are missing (for ventilation).

Mr. Martin noted that the boiler rooms are not firewalled floor to roof and the Chief Scofield indicated that there is nothing to prevent smoke from traveling through the building.

After some discussion on the concerns that were raised, Ms. Caprioglio wanted to know when does something become enough of a safety issue to draw attention. Mr. Scheiner commented that the problem is that the it has never been maintained because repairs and upgrades had been cut or delayed.

Mr. Martin raised another concern about the light ballasts indicating that they may have PCBs in them.

Mr. Boschi indicated that each addition of the building was done with designs by different architects. It was as though they just added onto the main building with no consideration to any other parts of the building. Mr. Scheiner commented that may be the reason why there are ground faults because each section is different and just connected together.

Ms. Caprioglio commented that it seems the newer additions are having the most problems. Mr. Martin indicated that the only major problem in the newest addition of GMS is in the northwest corner as water is present near and over the main transformer with questionable grounding.

Ms. Caprioglio raised concerns about the safety of the building not being up to code. Mr. Franck indicated that the fire chief needs to direct that there is an immediate threat to safety in order to bring things up to code. Mr. Martin commented that it is important for the Committee to understand that it doesn't mean the whole building is not safe. There are repairs to be made and we will make them.

Mr. Boschi indicated that his impression was that the engineers were not enthused about the building and expressed concerns.

Mr. Martin reported that parts of the ceiling in the 1930's classrooms had fallen twice last week because of water leaks. Ms. Hamblett explained that the lower floors are used for special education classes and occupational, physical, and speech therapy, while the upper floor houses two classrooms. Ms. Caprioglio requested that Ms. Hamblett give the Committee a report of what the program spaces at GMS are used for so that the Committee will have a better idea of what the spaces are used for. Ms. Hamblett agreed that programmatic perceptions are important.

Mrs. Couture indicated that Mr. Cecil of Harriman Associates will be meeting with Mr. Schlichter to review programmatic needs and suggested the Committee review a copy of the report. Ms. Hamblett commented that Mr. Cecil usually includes a side by side comparison of the space: what we have and what we need. Ms. Caprioglio commented that when the Committee receives their report, she would like the pace of the process to quicken. Mrs. Couture commented that she attended the walkthrough at GMS and felt it was set up well with Harriman and JCN both having their own engineers go through the

building. She noted that they paired off in groups and toured the building and after the walkthrough, met for a discussion to share ideas.

4) Review of status summary from Harriman

Ms. Caprioglio shared that the report from Harriman and JCN is not complete, but Mr. Cecil has sent a summary to the Building Committee. Mr. Cecil indicated in his summary that in order to finalize a draft of the report, the information needs to be sorted as it is in varying formats from separate authors. As they compile the report they are referencing the Team Design report and noting where more issues were found than the report had described. The next step is to verify the data. After the data is verified, they will be looking at different options for any systems where multiple options can be found. Harriman will then meet with JCN as they are working to come up with the most cost effective solutions. Mr. Cecil indicated that they are also trying to find a way to provide dehumidification in the building in a cost effective way. The least expensive way is to replace the old unit ventilators with new ones, however, that will not solve the moisture problem. If we used a centralized system then we have to create mechanical spaces in the school, or provide rooftop units. More thought needs to be given to this area.

Mr. Boschi commented that the roof isn't designed to bear the weight of rooftop dehumidification units. We would also have to create large mechanical rooms inside the building and take away space; or reinforce the roof, which would be expensive.

Ms. Caprioglio commented that dehumidification is a major issue. If it is not done right and we receive money from the State, we could end up with more problems [giving the money back to the State]. Ed Murdough from the NH DOE made it very clear that if the moisture problem is not solved there will be no money from the State. Ms. Hamblett indicated that Harriman will explain the differences between HVAC systems. Mr. Martin noted that Mr. Cecil will explain all options and costs, as well as per year costs.

Ms. Hamblett distributed a copy of the Building Committee mission statement to Committee members and asked them to review their objectives. Mrs. Couture explained briefly that after each election, the School Board clarifies the missions for each committee. Ms. Caprioglio suggested the Committee can review it for the next meeting.

5) Next Meeting

a. Set meeting date for next Harriman \ JCN meeting

Mr. Martin indicated that Harriman can meet with the Building Committee on either April 2 or April 10, subject to JCN's schedule.

Mrs. Caprioglio polled the Committee members on their availability for these dates and it was decided that either date is acceptable.

b. New agenda items

Building Committee mission statement

Mr. Miller suggested that the Committee discuss the GMS roof article, the GMS swales article, and the Geotechnical article.

6) Adjourn

The meeting was adjourned at 7:45 pm.

Respectfully submitted,

Michele E. Flynn
Secretary