

MEETING MINUTES

DATE OF MEETING: 13 December 2005

PROJECT: Mt. Greylock Regional High School

PROJECT NO.: 05-505

SUBJECT: Building Committee Meeting #2 at 6:00 PM in Library

ATTENDING:

Nat Karns	Building Committee
Thomas Bartels	Building Committee
Andy Hogeland	Chair, Building Committee
Bill Travis	Superintendent
Lyndon Moors	Building Committee
Jack Hickey	Building Committee
Bob Ericson	Building Committee
Ann McCallum	Building Committee
Ron Tinkham	School Committee
Chris Kapiloff	School Committee
David Langston	School Committee
Bill Densmore	School Committee
Mark Amuso	Business Manager
Irene Addison	Building Committee
Elisabeth C. Goodman	Building Committee
Donald M. Walter	Dore & Whittier Architects, Inc.
Lee P. Dore	Dore & Whittier Architects, Inc. (DW)

ARCHITECTS
PROJECT MANAGERS

VERMONT
1795 Williston Rd. Ste. 200
S. Burlington, VT 05403
(P) 802.863.1428
(F) 802.863.6955

MASSACHUSETTS
260 Merrimac St. Bldg. 7
Newburyport, MA 01950
(P) 978.499.2999
(F) 978.499.2944

1. The meeting minutes from 21 November 2005 were approved unanimously as presented.
2. Committee was updated on the meetings Building Committee members attended with each Selectboard.
3. DW met with approximately 15-20 people prior to this meeting consisting of students, staff and parents to gain feedback on the existing building and future goals.
4. It was reported that the K-12 Regionalization Committee wants to keep 7-12 middle/high school configuration.
5. DW reviewed site and building assessment portion of study:

Site

- Approximately 120 acres
- Large portion of site is Amenia silt loam soils
 - aka: "Prime Farmland" soils – high water table (depth of 2 feet)
- Parking lot and access roads are old and in need of maintenance and repair

- The pond behind the track is subject to the Wetlands Protection Act – the connecting brook that the pond sheds into appears to be intermittent – Con Com should provide designation
- One other potential wetland in southern portion of site
- One area of “priority habitat of rare species” is within a couple hundred feet of south property line – need determination by Natural Heritage and Endangered Species Program
- Prime farmland designation will trigger a need to complete an ENF Environmental Notification Form
- Determination by Department of Agriculture if mitigation is required
- Drainage – storm water quality will need to be improved with any project
- New well(s) will be required – existing contaminated
- Fire suppression will require fire pond or storage tank with pump station
- North portion of parcel is within well head protection area – need to recognize with any proposed construction

Hazardous Materials

- Suspect asbestos materials present
 - Some in AHERA report (note missing 3 year re-inspection report)
 - Pipe/Boiler insulation
 - Pipe fittings, ceiling tiles, floor tiles
 - Some abatement completed in 1989
 - Other suspect areas: (examples)
 - Sink coating, U.V. mastic, duct sealant, window caulking, tile grout, lab tops, fire doors, boiler components
- Noted potential for unknown buried fuel oil tanks northwest of hanger – needs further investigation
- Recommend further investigation of fuel oil near #4 UST's
- Storage cabinet for custodial use is not properly ventilated

Architectural

- Exterior is brick veneer with CMU back up
- Single pane glass – large source of heat loss
- Brick spalling has occurred in unheated walls (entry canopies; wing walls)
- Some areas at main building walls are spalling caused by freeze/thaw cycles where mortar has deteriorated and has been pushed out – over/near lintels – lintel will deteriorate over time
- Window caulking deteriorating throughout
- Roof replaced in 2002 – some areas of ponding noted – clogged drains or compressed insulation not providing pitch to drain
- Some floor tiles curling/popping in northwest of building could be due to high water table/humidity issue
- Some interior classrooms (#56-59) had poor air quality – they are interior spaces and due to this were combined with adjacent rooms – too large a space – acoustic problems; ineffective use of space
- Wood/metal shop equipment still in place but program isn't offered – this clutters popular stained glass studio space

- Weight equipment sits in former kitchen on quarry tile floor – abandoned walk-ins still in place
- "Cold" corridor ramp is not ADA compliant and enters girls locker room – difficult for male ADA to gain access
- ADA issues (MAAB issues)
 - Door widths/hardware at entrances
 - Auditorium sloped floor too steep/no lift or ramp to stage
 - No ADA seating – need to spread ADA seating out
 - No ADA toilets in building
 - All doors need 32" clear openings and hardware
 - Ramps too steep; need landings

Life Safety

- No fire suppression (sprinklers)
- No fire separation walls for assembly areas
- Combustible materials – wood slats at auditorium walls; control booth wood dividing walls
- Stairs not code compliant – (hand rails diameter)
- Doors being narrow are building code issue for egress requirements

Structural

- Generally the structural systems are in good condition with no evidence of distress or settlement
- Masonry wing walls at each entrance on east front elevation are severely weathered - moisture infiltration has caused freeze/thaw cycles to spall the veneer
- Brick piers on '68 addition (east/south elevation) show severe decay at top and bottom.
- Mortar decay at rear west wall '68 addition is causing water infiltration and localized outward movement of brick veneer
- No vertical expansion possible
- Seismic upgrade necessary in renovation project

HVAC

- Boilers should be replaced
- Hot water system requires replacement
- Combustion air for boiler is undersized
- Pneumatic temperature controls – auto temperature control system should be replaced
- Little to no ventilation in corridors – non code compliant
- No cabinet heaters in vestibule to create an air curtain
- Recommend full system replacement

Plumbing

- 35-45 years old – copper piping life generally 40-50 years
- Cast iron piping looks to be in generally good condition
- Fixtures not ADA compliant
- Recommend full system replacement

Fire Protection

- No sprinkler system
- Current code requires building over 12,000 sf to be sprinklered – even if no municipal water available

Electrical

- Sufficient power supply for expansion. 576 KW available load was 231 KW at survey time
- All new wiring recommended
- New single emergency generator recommended
- Fire alarm system is not code compliant

Technology

- Lack of dedicated computer labs
- Some classrooms have only one data outlet
- 1980s phone system with limited capabilities
- Head end cooling system not sufficient

6. Question on building inspector complaints about building. Mike Hard is the building inspector.
7. The Building Committee will approach the building inspector to discuss building issues. May also discuss with fire department and other town inspectors.
8. Discussion of triggers – relating to code compliance – example: 30% value of existing building triggers – ADA/MAAB. Triggers need further discussion with committee for future use.
9. Don't discuss peripheral site issues yet – Hangar UST's
 - Careful of asbestos verbage
 - Add documentation in study regarding main access point to driveway and sightlines. Move driveway or add traffic light?
 - Need to qualify asbestos – not imminent safety issue (more of a renovation issue)
10. Need fact sheet of bullets for building deficiencies. Email to Andy for Building Committee feedback. Explain what members of the design team reviewed at the building. Most important points first. Send to Andy by 12/19/05.
11. Trying to setup WillyNet call-in show. This should be scheduled post 1/10/06 meeting. This could be placed on DVD/VHS for residents of Lanesborough.
12. Bob will prepare press release prior to 1/10/06 meeting.
13. Lanesborough public presentation on 1/31/06 project update at cafeteria.

14. Jack will email updated list of meeting events
15. Discussion on other groups to contact: Rotary, Lions, Chamber of Commerce, Seniors, etc. Ann volunteered to be liaison with senior groups – Sweetwood, Harper House, The Spruces. Timing of these discussed – seniors at iterative steps civic groups more towards end once big picture is known. Irene to talk to Chamber and Rotary.
16. Building Committee to determine when to seek submission to MSBA for funding. Will review draft application regulations when they are issued in January 2006.
17. Next meeting is scheduled for 1/10/06 at 6:00 PM followed by a public meeting at 7:00 PM.

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After 10 days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

Sincerely,

DORE & WHITTIER ARCHITECTS, INC.
Architects ■ Project Managers

Lee P. Dore, Assoc. AIA, CSI
Project Manager

c: DAW, DMW, MSS, MAM, RJD, ARR, FILE
Jeff Carr, EPR
Clem McCarey, EDG
Manny Garcia, GGD
Brian Williams, ATC
Mark Darnold, BDG