



Monomoy Regional High School Building Committee  
February 13, 2018  
Monomoy Regional High School

**Members present:** Scott Carpenter; Katie Isernio; Rick Travers; Terry Russell; Don Mercure; David Whitcomb; Craig Vokey; Bill Bystrom; Jim Blanchfield; Leslie Schneeberger; Ed McManus; Allin Thompson; and Bruce Young.

**Members absent:** Carla Blanchard; Mike Newby; David Morand; Peter Wall; Paul Funk.

**OPM and architects:** Mike Morrison, Skanska; and Scott Lance from Horizon Engineering.

A. **Call to Order** – the meeting was called to order at 5:09 p.m.

B. **Approval of Minutes** – Allin Thompson moved to approve the minutes of October 18, 2017; seconded by Craig Vokey . **Vote: Unanimous.**

C. **Superintendent’s Report** – the Superintendent reported there are concerns about the crack in the floor on the main street of the building, directly outside the library. Mike Morrison will follow up with Fontaine to have them address the issue by possibly inserting an expansion joint.

**D. Reports and Discussions**

1. Update HVAC Roof Top Units –Mike Morrison reported that Trane came out to relocate the sensors from their old position to beneath the coil which is according to industry standards. Horizon Engineering was onsite to witness the relocation of the freeze protection sensors as outlined in their Field Observation Report #03, attached. Horizon was also on site to review the current operation of the freeze protection sequence as well as other winter operations of the roof top units. Freeze protection sensors were installed in roof top units (RTU) 1-14, with the exception of RTU-9. Horizon recommended the option of installing the freeze stat below the roof in the ducting, as there doesn’t appear to be enough space between the hot water coil and the roof curb in the compressor compartment. There is enough room underneath to install the freeze stat by cutting into the ceiling in the art room and then into the RTU panel. This could be done quickly by TC Controls and at a lower cost without having to deal with Arden Engineering and lawyers. Horizon could provide a detailed scope of the work and have TC Controls prepare an estimate for the work.

Mike Morrison provided the committee with the Certificate of Substantial Completion and recommended the committee approve Fontaine’s final application for payment #38 in the amount of \$34,157.07. This represents their final invoice and authorizes the release of the retainage balance.

The committee was provided the Index of Final Audit Closeout Material for MSBA and closeout schedule for the project. June is the target date for the MSBA board to review the final

audit. Treasurer Don Mercure and Mike Morrison have been preparing the documents for submission to MSBA by March 23, 2018, in order to make the June MSBA board meeting.

Mike Morrison requested the committee approve payment of the three outstanding invoices from Horizon Engineering Associates for their work in resolving the HVAC roof top issues. The total of the three invoices is \$3,656.

**E. Action Items**

1. **MOTION:** Craig Vokey moved to authorize the funds necessary to fix RTU-9 by installing a freeze stat unit and the associated costs to recalculate the necessary programming alterations; seconded by Allin Thompson.

**VOTE: Unanimous.**

2. **MOTION:** Bill Bystrom recommended payment of Fontaine's application of payment #38, in the amount of \$34,157.07; seconded by Allin Thompson.

**VOTE: Unanimous.**

3. **MOTION:** Allin Thompson moved to approve payment of Horizon Engineering Associates invoices in the amount of \$1,817; \$525; and \$1,314; for a total of \$3,656; seconded by Craig Vokey.

**VOTE: Unanimous.**

**F. Adjournment – MOTION:** Allin Thompson moved to adjourn the meeting at 5:54 pm; seconded by Ed McManus. **VOTE: Unanimous.**

Respectfully submitted  
Barbara Susko, Recording Secretary