

CANTERBURY TOWN BUILDING NEEDS
COMMITTEE
Minutes of Meeting
March 24, 2004

TIME & PLACE:

Meeting Wednesday, March 24, 2004 at 7:00 p.m. at Town Hall.

ATTENDANCE:

Kent Ruesswick, Chairman

Beth Blair
Mike Capone – Selectmen representative
Charlie Cook
Bob Fife
Ken Jordan
Billie Richert
Jeremy Slayton
Ted West

Historic District Commission Representative
Ginger Laplante

Town Department Representative
Dale Caswell – Fire Chief

Cobb Hill Construction (CHC) Representative
Claude Dupuis - Project Manager

MINUTES:

Kent called the meeting to order at 7:06 p.m. and introduced Jim Chapman with MCCT. Jim presented several phone systems for the new municipal complex. MCCT has installed phone systems at the Canterbury grade school, the Merrimack Sheriff's office, the Concord YMCA and other local businesses. MCCT has been in business for around twelve (12) years and is located in 76 countries per Jim. He asked how many lines were needed and the group told him three (3) for fire and (3) for police. He is not sure if T1 is available but that the Town might be a candidate for T1. Jim will refer someone to us, Tom Carloni of Access Communications, to discuss this. Jim has had good experience with Tom. Jim said that they would look at it geographically to decide what way to go and the Town will not be charged for this service.

Jim presented the DS1000/2000 system which has enough keys to see who is on the line. There is paging capability and the system supports eight (8) zones and can page the whole building. It includes a 32 bit processor and you can store 1000 speed dial numbers; a simple rolodex is used for this. All systems have speaker phones with hand free capabilities. There is simple flash memory; programming is saved on flash memory for backup.

Kent asked about police chief to prevent someone from picking up when she's on the phone. Jim explained the use of security codes. He explained that on the 34 button model there is the ability to attach recording device.

There is also SMDR or Simple Management Detail Reporting to print a list of logged calls. Town can also add call accounting to track how many in and where; out going calls, etc. System has two year warranty as well as advance replacement warranty which means equipment is replaced if can't be fixed.

Beth asked if a person needs training on the phone system and Jim said yes you do and there is no charge for this training. In addition, Jim's company will provide training as needed without a charge.

Ted asked what do we need to know to install phone lines. Claude said that an electrician will wire back to the 'brain'; he attaches phones to the brain.

Jim explained that the brain has a recording time of 4 hours with 4 ports; or 8 hours with 8 ports. This is a 2 wire phone with CAT5 cabling. He asked if the Town were networking and was told that we may have a small system networked later.

Jim was told that voice mail was a requirement. Jim explained that voice mail can be used for emergencies to a certain degree and has the ability to page through voice mail. Jim was told that the Town did not want 'busies' on the phone and he said there was adequate overflow so this shouldn't happen.

Jeremy asked about storage and Jim explained that the system has stored memory and is not volatile. He recommended putting a level 9 UPS (1500 VA) on system which is an upgrade needed for the police and fire departments. Jim said that the Town could not run days on the UPS, however. Dale said we will have a backup generator.

Jim was asked if having a metal building had an impact on the phone system and he said there would be no impact.

Jeremy asked about ongoing costs and Jim said there are none except for adds, moves and changes. There is a service charge for this. A T1 digital line has 24 numbers on one line.

Jim was then asked by the committee how to obtain a quote. He said we need to know how many phones; the type, for example in the break room you probably want a very plain vanilla type phone. There is a \$50 price difference between a display and no

display phone; plus the Town will get a 20% discount. Price range for a 22 button phone with no display is \$175; \$225 for 22 button display; \$285 for 32 button display; and \$385 super display model.

The committee indicated we don't need more than 32 buttons. Jim will provide a quote with 8 ports (16 ports stationary). Jim recommends Vanguard for voice mail with 132 hours of storage. Basically with 8 phones the cost will be \$2600 before the 20% discount; with installation and voice mail + 4 more phones add another \$2200; roughly \$5000 for total system.

The committee thanked Jim and Jim left the meeting.

Kent then asked Jeremy and Charlie to look into the phone system and the interface required between the two companies. Jeremy and Charlie are to develop specifications and Kent said to get back to the committee in a couple of weeks. Jeremy asked where Jim and MCCT came from and Kent said that people just started calling him and MCCT has provided systems locally.

Kent turned to the topic of today's site visit by several of the committee members. Kent explained they visited a site in Newbury; met with the architect there; saw ICF structure which looks to be a big resort spa.

Ken asked what architects' questions were. Apparently Eric and Kelly had questions but did not offer comments. Claude knew contractors there; he didn't hear anything negative from the electrician and the project manager loved it (ICF).

Ted said he talked with the plumbers there who said they had a lot of chipping to do. Claude said we won't have much plumbing in walls. Ted commented they had poured floors there as well; which Claude indicated we won't have.

Ted explained that the plumber told him the building was one of a kind. Design was not quite finished and there were design changes being made. The plumber had been involved with six new homes on Kinghill Rd; all from the same blueprint; and all bugs are out of that design. The plumber felt that if it is repeat construction the ICF works like clockwork; however, an unproven design is another matter. Beth asked about this. Ted said this could be a problem; be sure windows and door ways are in right spot; electrical wiring needs to go in exterior walls is a little time consuming.

Jeremy asked why more time consuming? Kent replied these guys aren't use to it. There was then some discussion about metal studs, etc.

Kent then asked Claude about numbers. Claude began his presentation of the numbers by stating that ICF is more than wood; there were lots of components in and out with both approaches; roof/metal siding; to get true comparison for walls from footing up he had to do a lot of math; basically ICF came out to be \$7000 more expensive, but now he has some pretty hard numbers to work with. He did get the concrete number from Andrews.

Claude then distributed a handout showing the \$6,970 difference in cost between the two methods. Ted asked about the deducts reflected. Claude said that Andrews had provided a cost of \$114,400 for concrete footings and foundation work. Claude took linear footage to get linear cost for the cost comparisons.

Charlie commented that it was a good thing for the energy savings and maintenance for a mere cost of \$6,970.

Ted asked how good is number and Claude then reviewed in detail the numbers on the handout. The \$49,676 for ICF exterior walls from bottom of footing to roof line came from Kent's contractor. Claude said he got a quote from Dexter Construction for ICF; this is all he does; in a couple of weeks he could do work. Dexter's quote came in at \$58,600 vs the \$49,676. The \$58,600 includes ledge to carry slab; Dexter did not have footings; net would be zero. Jeremy asked about the \$49,676 and Claude explained this came from Quick Silver Concrete (Rich Franks) and the quote is not in writing. The deducts, per Claude, are for trenching (\$4,100) for electrical lines and \$5,000 paving deleting apron in front of fire station; cost is now \$3,000.

Claude then explained he wanted to lock them in and schedule the guy for starting work. He said the concrete people were there today. April 5th is the soonest he can come back to excavate and do foundation. Claude then commented that plywood pricing is going up somewhat. Claude wants to get the rebar on site before price jumps again (as with all steel products).

Ted asked about frost. Claude said there is a little not a lot. Kent then asked for a motion and Charlie made a motion to go with ICF; Jeremy seconded. At this point Ted said he was a little uneasy with there being a difference between the two numbers. Claude said he could pursue two other numbers, but he was not sure other (contractors) were competent. Ted said he feels a lot better about ICF than he did; he just feels uneasy about experimenting with Town's money.

Kent said he did not know how to answer this. I brought you pictures. At his point Charlie asked the Chairman to move the question. Kent did so by asking members to vote on proceeding with an ICF main structure. All voting members voted yes.

Claude continued with his presentation at this point. He said by deleting a top coat on the asphalt, the Town can save \$7,400 doing base coat only; cleaner job with base coat; a little coarser; with top coat it would be finer. This will be done from the road to in front of fire station garage. Jeremy asked if it would get torn up and Claude said no; it's 2 1/2" thick. Mike said he can talk with Phil about this.

Claude continued by stating the bad news is this: the mechanical guy came back with a quote of \$210,000 when the budget is only \$175,000; \$35,000 more than our target. Claude said he then called Hawes mechanical guy who is suggesting radiant heat in ceiling like Webster; this is infrared and better cost wise. Claude asked Hawes to put

together a proposal and why he's doing it. He had pros/cons about in slab heat – must back up with something to bring it back up – not cost effective.

Claude explained there would be forced hot air in office; locally; can do individual furnaces in front office in the trusses. We did this for school in Contoocook; put box in truss; sheetrock box; have access panel; cuts out duct work required; plus maybe another one (furnace) rather than a mechanical room down the hallway. Kent asked if this meant all ductwork below ceiling – drywall and drop ceiling. Claude said he would explore with him (Hawes) to put together a proposal.

Claude also explained that heat would run perpendicular with trucks. Dale said he's concerned about heat on hoses. There was then discussion regarding radiant heat.

Next topic was floor drains. Claude said we can do 12X12 floor drains with an in ground tank. The drainage would go outside into a large septic tank and an alarm would sound when full. CHC did one in Webster about 6 months ago and it is no big deal. This would delete the need for pumps. There was then some discussion about drains for Gwen. Dale said he thinks it's reasonable; still need drains under trucks. Claude explained that the State doesn't allow washing of trucks inside; EPA requires collecting 'gunk' and shipping it off.

Dale asked if you could have local air conditioning unit in office area. Claude said you can have a wall mounted unit and can even be on an ICF wall.

Bob asked about a solar system as a supplemental or auxiliary system and Kent said this would cost too much. Mike said generally not cost effective for a business; payback is astronomical even for a residence.

Claude said he would come back next week; needs to have Eric know about ICF decision and to do redrawings. Construx is going to do a STAR building for the metal structures; reengineer plans a little bit; foam skin has changed a little; drawings within a couple of weeks for SMP.

Billie then distributed the Actual Expenditures Detail as of March 19, 2004 handout and walked through the numbers. Several expenditures need to be assigned to the library and a \$5,116 expenditure to SFC Engineering needs to be researched some more. Handout reflects total expenditures of \$335,229.

Kent said he went with Gary to site and looked at percentage of things completed and Kent had ok'd work completed to selectmen. This is process committee agreed to follow as there is no formal Clerk of Works for this project. Claude said SMP will actually look at building to see things are done. Claude asked for no more than 2 or 3 people to attend the weekly Wednesday morning meetings to be held at the site. Ted and Kent volunteered for these meetings. Committee will then meet once a month.

Ken then reminded the committee that the bylaws call for election of officers in the first

meeting after the annual Town meeting. All members voted in favor of having Kent, Ken and Billie continue as Chairman, Vice-Chairman and Secretary, respectively.

Meeting adjourned at 8:30 p.m.

NEXT MEETING: Wednesday, April 7, 2004 at Town Hall, 7:00 p.m.

ATTACHED DOCUMENTS:

Pricing for ICF vs wood building for main office (exterior walls only); documented dated 3/24/2004 prepared by CHC

Town of Canterbury Construction Project Actual Expenditure Detail as of March 19, 2004 (with attached Account QuickReport from the Town) prepared by Secretary