

TOWN OF ALLENSTOWN
Selectboard Special Meeting Minutes
TOWN HALL
16 School Street
Allenstown, NH 03285
August 29, 2022

Call to Order

The Allenstown Selectboard special meeting of August 29, 2022 was called to order by Chair Scott McDonald at 6:03 pm.

Chair McDonald called for the Pledge of Allegiance.

Roll Call

Present on the Board: Chair Scott McDonald, Maureen Higham, Jim Rodger, Keith Klawes, Sandy McKenney.

Allenstown staff: Derik Goodine, Town Administrator, Brian Arsenault, (Building Inspector and Code Enforcement Officer), Gordon Bristol, Owner's Project Manager, Melaine Boisvert, Building Committee, Kris Belrose, School Board, Jody Moore, School Board, Bill Hickey, HL Turner Group, Doug Proctor, HL Turner Group, Matthew Beaulieu, Milestone, Peter Warburton, Allenstown Superintendent, Chief Eric Lambert, Fire Department.

REGULAR AGENDA

- **Meet with Allenstown School Department Representatives on Building Permit and School Project**

Chair McDonald said he was hoping they could clarify some rumors that have been going around and also respond to any concerns. He said his own concerns were related to supply chain issues and inflation and how that is affecting the school.

Mr. Bristol said overall, the budget sheet had \$32,350,000. Milestone has come up with a budget of \$28,723,146.40 to build the building. He said they have soft costs (owner buys directly) which comes to \$3,626,853.60. He said when they started a few weeks ago, they were as much as \$2.3 million over budget but they have gotten it down to where they are today with a guaranteed maximum price.

He said they have had a contract with Milestone for 8 or 9 months, but you do not know the guaranteed maximum price until it is bid out which they just recently accomplished in the last few weeks.

Mr. Bristol said there are 16 categories that go with the spreadsheet and guaranteed price. He said it is an open book contract which means if money is saved on one item, it is able to be used somewhere else. Milestone gets paid a fee for what they do.

Lastly, he said as the project goes along, there will be savings and they will be able to pick and choose from the list of extras where the money goes.

Mr. Bristol said they beat supply chain in some instances by having certain items set aside or bought beforehand. They have also worked with Eversource regarding the poles and wires.

He said they have really come up against inflation really hard. They are pleased they are able to have a guaranteed maximum price but they are going into the project with a tight budget without the kind of wiggle room they would like to have due to the inflation.

Mr. Bristol said the budget carries two contingency line items, with about \$200,000 for items that may come up that they do not know about. If they do not spend it halfway or three quarters of the way through, it will get freed up and they can buy things on their list. He said on the construction side, they have \$408,000 extra for contingencies.

Mr. Bristol said they are hoping to get some assistance through their legislature delegation for some extra money that they can spend on items on their list. They haven't gone to them just yet because they wanted to confirm what their guaranteed maximum price was. He said he thinks that there are some good possibilities for money on the federal level.

Ms. Raymond said they already had a letter sent from their Architectural firm to the Legislature regarding their situation in Allentown and the 14% inflation rate. The Allentown School Board also drafted a letter to the Department of Education inquiring about any school infrastructure monies that were coming from the federal government and allocated to NH that they could start tapping into. She said this has also been raised by other NH towns with school projects as it is affecting them as well.

Ms. McKenney said she is disappointed with the items they are not going to be able to accomplish and making shortcuts is not the proper way to go about this. She said that the Board said they wouldn't come back to the Town for any more money but she thinks that is going to happen.

Ms. Moore said the things that they changed out or made substitutions for are things that are up to par and will be long lasting. She said that Ms. Kruger has looked into ways to make sure that if there are any grants out there, that they utilize them and any security items that they are currently using will be sent to the new school.

Mr. Bristol said if Ms. Kruger were to find \$100,000 grant money for security, then the money allocated on the spreadsheet for security purposes would free up.

Ms. McKenney asked about the windows. Mr. Bristol said the entrances to the building are intrusion resistant and the windows are insulated glass. The intrusion resistant entry ways give first responders a 6 minute window timeframe to respond before anyone can gain access to the school.

Mr. Bristol said the “maybe” list for landscaping is anything over and above what they already budgeted for. Ms. Moore said anything on this list will be purchased as soon as monies free up.

Chair McDonald asked how are they going to use the Guaranteed Maximum Price in today’s economy. Mr. Bristol said they have already bid everything out. The process started late last year on this project and they are not deleting wings of the buildings or sections of classrooms and anything they put in the extra list could be added easily afterwards.

Chair McDonald asked regarding Scope Changes of Items Removed, how do they “reduce the number of Fin Tube radiation zones.” Mr. Bristol said right now, every classroom has radiation control but they would put three rooms on one thermostat.

Chair McDonald asked about window shades. Mr. Bristol said these are just items that were picked because they could be plugged in.

Chair McDonald asked where do they think they will be with the project when there is frost on the ground. Mr. Bristol said they will be building the foundations= which the schedule currently has beginning in October. The foundation duration is expected to last three months and he believes in December, they may roughly start the steel phase.

Mr. Klawes asked about the line item re: school district soft costs and what is the amount of \$185,650 for? Mr. Bristol said that is a combination of money for himself and the architect.

Mr. Klawes said if the Selectboard decides to remove the Permit fees, what happens with that money. Mr. Bristol said they took into account that they would possibly waive that so the maximum price does not carry anything for the building permit. If they need to add that back in, it would come out of contingency which would negatively affect the project. It is not typically for a Town to charge the permit fees and if there were charges, they were very minimal.

Ms. McKenney asked how many bids did they receive for each phase. Mr. Bristol said individually for each division, anywhere from 2 to 10 bids. He said they really had to review the scope of the bid and the amount. It was a lot of back and forth with phones calls. Ms. Boisvert said it was important to consider local contractors because this a community project. She said she had some of the same concerns as the Selectboard and after meeting with the team, she felt better.

Ms. Moore discussed the furniture they have purchased for the school from surplus funds.

Chair McDonald asked about the car charging stations and there are only two.

Ms. Moore said she would like to give Kudos to the team because anything that is seen on the scope change, she assures that research has been done to make sure that anything they are recommending is adequate and will be long lasting.

Chair McDonald thanks everyone for coming and clarifying any questions.

He asked when they are planning on opening the school. Mr. Bristol said they have shot for December of 2023 but they don't know yet. It may be February or March and they have taken in account the move. Ms. Moore said they will take into account that ever student can get to school safely.

There was a discussion about a study that is taking place regarding the Armand Dupont School.

Ms. McKenney made a Motion to waive the building permit fee in the amount of \$140,000 for the new school building. Mr. Klawes seconded the Motion.

A roll call was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Jim Rodger- Aye

Sandy McKenney- Aye

Keith Klawes- Aye

The motion passed unanimously.

The Board thanked everyone for coming.

Ms. McKenney said that as she was going through her town reports, she noted that she saw that there was a reserve fund for people accumulated vacation time. Mr. Goodine thinks there is almost \$10,000 in that fund that he noticed at the last Budget Committee Meeting.

Chair McDonald said they had three non-publics.

Non-Public Agenda Items- Three Items, Two Sessions

Chair McDonald made a Motion that they enter Non-Public Session in accordance with the provisions RSA 91-A:3, II (c) at 7:08 pm. Ms. McKenney seconded the Motion.

The motion passed unanimously.

A roll call was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Jim Rodger- Aye

Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Chair McDonald made a Motion that they exit the Non-Public Session at 7:44 pm. Mr. Klawes seconded the Motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Mr. Klawes seconded the motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Chair McDonald made a Motion that they pull out of the Joint Ambulance Service with Tri-Town according to the terms set forth in the Inter-Municipal Agreement which is scheduled to end in 2025 with Pembroke. Mr. Klawes seconded the Motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Mr. Klawes made a Motion to allow Chief Lambert to reach an agreement and spend \$65,069.11 for the purpose of installing a heating system in coordination with the completion of the second floor

and Chief Lambert will utilize three different contractors for bidding of three quotes. Ms. Higham seconded the Motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Chair McDonald made a Motion that they enter Non-Public Session in accordance with the provisions RSA 91-A:3, II (a) at 7:50 pm. Ms. McKenney seconded the Motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Mr. Klawes made a Motion that they exit the Non-Public Session at 9:02 pm. Chair McDonald seconded the Motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Chair McDonald made a motion to seal the minutes of the non-public session as they might adversely affect someone not a member of the Board. Ms. McKenney seconded the motion.

A roll call was taken.
Scott McDonald- Aye
Maureen Higham- Aye
Jim Rodger- Aye
Sandy McKenney- Aye
Keith Klawes- Aye

The motion passed unanimously.

Mr. Klawes made a Motion to adjourn at 9:03 pm. Chair McDonald seconded the Motion.

A roll call was taken.

Scott McDonald- Aye

Maureen Higham- Aye

Jim Rodger- Aye


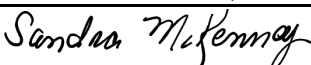
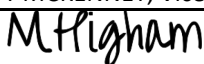

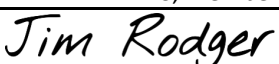
Sandy McKenney- Aye

Keith Klawes- Aye

The motion passed unanimously.

TOWN OF ALLENSTOWN
Selectboard Meeting Minutes
16 School Street
Allenstown, New Hampshire 03275
August 29, 2022

SIGNATURE PAGE

Original Approval:		
	10 / 12 / 2022	
SCOTT MCDONALD, Chair	DATE	
	10 / 11 / 2022	
SANDY MCKENNEY, Vice Chair	DATE	
	10 / 15 / 2022	
MAUREEN HIGHAM, Member	DATE	
	10 / 12 / 2022	
KEITH KLAUES, Member	DATE	
	10 / 16 / 2022	
JIM RODGER, Member	DATE	
Amendment Approvals:		
Amendment Description:	Approval:	Date:
	SCOTT MCDONALD, Chair	DATE
	SANDY MCKENNEY, Vice Chair	DATE
	MAUREEN HIGHAM, Member	DATE
	KEITH KLAUES, Member	DATE
	JIM RODGER, Member	DATE

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10 / 11 / 2022

22:40:41 UTC

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VIEWED

10 / 11 / 2022

22:50:41 UTC

Viewed by Sandra McKenney (smckenney@allenstownnh.gov)
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10 / 11 / 2022

23:02:46 UTC

Signed by Sandra McKenney (smckenney@allenstownnh.gov)
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10 / 12 / 2022

12:23:55 UTC

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10 / 15 / 2022
20:48:52 UTC

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10 / 15 / 2022
20:50:20 UTC

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10 / 17 / 2022
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