

**Safety Services Building Committee Meeting**  
**Thursday, March 20, 2014**

A meeting of the Safety Services Building Committee was held on Thursday March 20, 2014 at 3:00 pm at the Franconia Town Hall. The minutes were recorded by Suzanne MacDonald.

Regular members in attendance were Bob Montagno (Selectman), Dawn Steele (Resident), Rick Gaudette (Fire Chief), and Allen Clark (Building Inspector).

Guests were Roger O'dell and Bob Tortorice and Tim Grant

The meeting was called to order by Bob Montagno.

Tim Grant from Provan and Lorber handed out a Scope of Services for the Design Phase and Construction Phase. Tim discussed the costs as well as a proposed time schedule. Tim is looking at 18 weeks for construction. The paperwork has been split into two contracts, one for engineering and one for the architects. Provan and Lorber does use roof trusses. There is standard language for municipalities. Bond information comes with the bid bonds. We will ask for three types of bonds; Bid, performance, and payment.

The construction observer was discussed on the engineering side. This person is hired by the engineering firm and would be there for a full two days for the 18 weeks. This would also include site visits by Tim.

In past workings with Provan and Lorber the Town of Franconia has used wording with fees that include T & M not to exceed. Provan and Lorber should be considered for the civil and the structural engineering. Tim Grant is the key contact person.

The floor slab will be a vital part of the construction. The Engineer feels confident with the septic system and being able to obtain permits.

The Committee will now absorb the information and get a list of questions together for the Engineer. Bob has copies of the scope of services for those members who could not attend. Electronic copies will be sent to Jeff Woodward and to John Monaghan for review before the next meeting.

The Committee discussed the cost of the construction observer on both of the contracts. Two separate contracts provide room for finger pointing. There are advantages and disadvantages to both types of building. How much time can be cut if we used the design build?

Provan and Lorber should continue with the Engineering. The committee would like for Provan and Lorber to get going on the civil engineering of the project. There seem to be a lot of duplicates on the engineering and the architects in the scope of services.

Allen Clark will take the lead on the two different types of construction process and the committee will come to a conclusion. The next step is to have specifics outlined for what we want.

The Committee will plan a trip to the New Hampton Safety Services Building.

The next meeting after that will be on Wednesday March 26, 2014 at

With no other business to conduct the meeting was adjourned at 4:45 PM.

Respectfully Submitted,  
Suzanne MacDonald  
Safety Services Building Committee - Secretary