



**New Hope-Solebury School District**  
**Facilities Committee Meeting Minutes**  
**January 12, 2017, 6:00 pm**  
**Upper Elementary School LGI**

**Attendance**

- **School Board** – John Capriotti, Neal Dougherty
- **Administration** – Dr. Steven Yanni, Peter Rivera, Charles Malone
- **Committee Members** –Jonathan Adar, John Singer, Hita Shah, Christopher Rieder
- **Public** – John O’Hara, Ed Duffy, Kevin Godshall (GKO Architects), Chris Haller (D’HUY Engineering), William Hambly (D’HUY Engineering)

The meeting was called to order by John Capriotti at 6:00 pm.

- Mr. Capriotti asked the committee to approve the minutes from the December 13, 2016 Facilities Committee meeting. Meeting minutes were approved by the committee.
- Mr. Capriotti informed the committee that the next item on the agenda was to accept new members and reaffirm current members. He read off the names of current members including the new members, Chair and Co-Chair of the committee.
- Mr. Capriotti informed the committee that it needed to review the existing committee Mission Statement. He provided members with current mission statement for their review and informed the committee that the current mission statement has been in place for a long time. Mr. Capriotti informed members that there’s an expanded mission statement, with more detail, and would be putting it on the agenda for the next meeting for review. Mr. Capriotti asked the committee to make a motion to accept current mission statement. Mr. Dougherty asked if anyone knew when the current statement originated. Mr. Adar commented that he remembers it being in place for at least six years. After a brief discussion the committee made a motion to approve the current mission statement.

**Old Business**

- Mr. Adar asked if Mr. Hansel had brought a green sheet to the last Board meeting and asked if we moved forward with the new rates for the Facility Use Schedule. Mr. Capriotti informed Mr. Adar that the new Facility Use Schedule was approved by the Board.

## **New Business**

- William Hambly from D'HUY engineering provided and presented a package of information of the construction project which included a color-coded floor plan identifying the various work locations. Mr. Hambly identified the areas as areas A, B, D, and F and the various rooms each of them covered, as reference. Mr. Hambly went over the construction area progress report in detail, outlining work progress at the various construction areas such as: middle school gym and auxiliary gym, art room, new classrooms, middle school offices, the connecting link addition for high school and energy power upgrades, and journalism classroom infill (the original butterfly garden). Mr. Hambly also presented the Forecast February Work report which outlined work planned for February which included the following areas: existing building, new additions (high school office and athletic center), mechanical work in the high school, middle school gym, and new middle school secure entrance and office addition. Mr. Adar asked Mr. Hambly to go over the Gantt chart. Mr. Hambly went over the Gantt chart and reported that 35%- 40% of the work is completed on Phase 1 and the projects to complete the work on time. The new revised portion of Phase 1 should be completed by May of 2017.

Mr. Haller went over various areas in Phase 1 and explained that the areas in that phase will be completed by the end of April 2017. Mr. Adar asked if the journalism room would be completed by the end of April, and Mr. Haller confirm that it would be completed. Mr. Adar asked Mr. Malone if spaces, once turned over to the district, would be used and Mr. Malone explained that they would be used as flex space and as needed. Mr. Haller discussed the various timeframes for completion of work for the various areas and when spaces would be turned over to the district for use. Mr. Haller discussed the importance of the new connection of the two story wing which will be used when the senior hallway gets taken off-line. There was a brief discussion on additional spaces as to when they would get turned over and their use. Mr. Rieder asked Mr. Haller if it was possible to match the colors on the Gantt chart to the floor plan. Mr. Hambly discussed issues resolved and issues in progress. He informed the committee that the design team is always looking at the work taking place and discussed the various additional work that has been performed at various areas.

Mr. Rieder asked about permits and if they've had an impact on the timelines. Mr. Haller responded that things have been going pretty smooth and that inspections are being done two to three times per week for various work being performed. Mr. Adar asked if there was any surprises in the money section and he also commented that it looked similar to last month's. Mr. Haller responded that it was similar to last month but did go over various surprises that were encountered during the construction but nothing major. Mr. Capriotti asked about the schedule that was presented and wanted to know if there have been any slips to the schedule. Mr. Haller commented that there

have been no major slips. There was a brief discussion on turning over spaces and Mr. Haller explained that he is working closely with Mr. Rivera to schedule furniture that is being purchased outside the contract. There was a brief discussion on temporary certificate of occupancy and occupying spaces. Mr. Capriotti pointed out that in short the schedule has been held and asked Mr. Haller if he felt that he can adhere to the schedule without any foreseeable issues, Mr. Haller indicated that they would hold the schedule. Mr. Rieder asked Mr. Haller if they are using Microsoft Projects to run Gantt charts and asked if they would consider using it for more detailed information for the committee when reviewing project information. Mr. Haller responded that he would.

- Mr. Capriotti introduced an additional new member to the committee, Mrs. Hita Shas.
- Mr. Singer commented on the different needs for track and the field. Mr. Capriotti commented that when the project comes to a completion and if there is any money left over, we would re-evaluate and prioritize.
- Mr. Capriotti informed the committee that he would like to have a project update presentation at the public school board meeting, if not at the January meeting then for the February meeting. He asked the Design Team to see if they could prepare a presentation for the January meeting with the same type of information.

#### **Public comment**

- Mr. Duffy asked if the current contingency figure on the chart takes into account the permit fees. Mr. Haller and Mr. Adar explained what is reflected in the figure.

Mr. Capriotti adjourned the meeting at approximately 6:33 pm.

Respectfully submitted,

Peter Rivera  
Director of Custodial Services