



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Room 305, McConnell Center
Meeting Date:	February 16, 2021
Meeting Time:	4:30 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order via roll call on Tuesday, February 16, 2021 at 4:30 p.m. in Room 305 of the McConnell Center. Present were Bob Carrier, Dennis Shanahan, Amanda Russell, Matt Severson and Mark Geuther. Sarah Greenshields attended remotely. Also present were Clerk of the Works Stephanie Cartabona, Business Administrator Mike Limanni (remotely), DHS Principal Peter Driscoll (remotely), DHS CTC Director Samantha Tukey (remotely), City Attorney Josh Wyatt, Athletic Director Peter Wotton, and C&W Manager Mike Brooks. Alan Pemstein (remotely), and PC Construction Manager Nick Rouleau. Ms. Greenshields confirmed that she was remotely attending the meeting at her residence of 15 South Watson St, Dover, NH and was alone.
- II. CITIZEN'S FORUM:** No one addressed the JBC.
- III. APPROVE MEETING MINUTES FROM NOVEMBER 17, 2020:** Amanda Russell moved, Dennis Shanahan seconded to approve the minutes as presented. A roll call **VOTE PASSED 6/0.**
- IV. APPROVE MANIFESTS:**
- Amanda Russell moved, Dennis Shanahan seconded to approve DHSCTC326 in the amount of \$3,440.94 to R.M.S. Electric. for five invoices for services from July 17, 2020 through November 29, 2020. A roll call **VOTE PASSED 6/0.** This will be the last invoice without a pre-approval.
- Amanda Russell moved, Dennis Shanahan seconded to approve DHSCTC327 in the amount of \$3065.41 to R.P. Schifiliti for the final payment for the 3rd party alarm review. A roll call **VOTE PASSED 6/0.** There will be a change order required to offset the balance since the cost of the work went over the original estimated cost.
- Amanda Russell moved, Dennis Shanahan seconded to approve DHSCTC328 in the amount of \$1,720.00 to Life Support Systems for an AED in Animal Science and service agreement. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Dennis Shanahan seconded to approve DHSCTC329 in the amount of \$43,726.00 to PC Construction for Construction Services through December 30, 2020. A roll call **VOTE PASSED 6/0.** This is the final payment to PC Construction and their work has been completed on the project. Ms. Cartabona confirmed that there still isn't a Certificate of Occupancy (CO). Two items remain outstanding for the CO. One is the Crowd Management Log and Protocol, Chief Haas and Principal Driscoll are working on this item and it is believed not to delay the Certificate of Occupancy since there will most likely not be any large assemblies or gatherings soon. The other item is removal of lights from dog run and re infill of the metal panels. This task will be completed immediately after the completion of the dugouts. The dugouts are scheduled to be completed by March 15. This item also will not hold up the Certificate of Occupancy. Mr. Wotton commented that the dugout construction schedule is acceptable since the first possible date for spring practices is March 29.



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Room 305, McConnell Center
Meeting Date:	February 16, 2021
Meeting Time:	4:30 p.m.

V. CHANGE ORDER APPROVAL/LOG:

Ms. Cartabona reviewed the log and noted that there is nothing left on the log that PC will be doing.

VI. HMFH REQUEST FOR 179D DEDUCTION-report on letter of acceptance:

The letter approving HMFH's request for transfer of the 179D deduction from the District to HMFH has been issued. The next step is a certification of the energy saving features of the project. Mr. Pemstein stated that the building cannot be inspected to support the certification due to COVID-19 quarantine protocols, so pictures are requested. Mr. Driscoll will work with HMFH to supply them with photos that are needed for 179D acceptance. No further action by the JBC is required on this topic and the item will be closed.

VII. POTENTIAL NAMING RIGHTS FOR BENCHES: Mr. Carrier asked for status of benches and the number available for potential naming. Mr. Limanni will look into the trust for Building it Brighter campaign to determine money available and the process for accessing and using it.

VIII. SOLAR ENERGY DISTRIBUTION REPORT: Mr. Carrier asked for information that can be shared with the City Council and School Board showing savings and other Solar related data. Ms. Cartabona stated that a monitor was delivered, but no other information regarding the use of the monitor has been provided. Ms. Greenshields recommended going back to ReVision since it's a customer service issue. Mr. Limanni noted that he could login and find data related to the solar energy. He commented that \$8,000 has been saved based on a report from Jul 2019 to July 2020. He stressed that this savings does not take in consideration the construction costs and it would take many years to make the construction money back. There are other advantages to these programs when environment is considered. Mr. Limanni will share information with Mr. Carrier and Mr. Shanahan and they will share it with the Council and School Board. This information will also be shared with area mayors.

Ms. Greenshields stated that it may be a good time to determine which program at DHS would benefit from including the details of operation of the system in curriculum and coursework.

IX. STATUS OF GYM FLOOR: Mr. Wotton discussed the gym floor commenting that the floor was sanded last year and was well done. A few months ago, the stained area started to peel. New England Sports Floors took responsibility and will repair the floor when a five day availability occurs, probably either in April or the summer. There are still gaps in the floor and Ms. Cartabona noted that the only way to fix it would be to replace the floor. The JBC felt that this option would be too costly and it is anticipated that the wood will expand in the spring and routine sealing will fill in any gaps. A short warranty extension was previously provided.

X. INSPECTIONAL SERVICES UPDATE: Covered in manifest portion of agenda.

XI. LIST OF WORK TO COMPLETE ITEMS DIRECT BY DHS-CLERK OF WORKS:

Ms. Cartabona shared a spreadsheet that outstanding projects and funding status. She reviewed the list and it was determined that FFE items would be combined and Mr. Driscoll will determine what



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Room 305, McConnell Center
Meeting Date:	February 16, 2021
Meeting Time:	4:30 p.m.

he needs to purchase with these funds and provide a proposal. The contract with Gillespie for testing services will be closed and the remaining funds made available to the school.

- a. Round Pen Update:** Ms. Cartabona shared information about the round pen kit. Material costs should not exceed \$30,000. She recommended the Seacoast Houseworks for the project. They are labor only company already under contract by the City through a bid process and are building the dugouts currently. Mr. Limanni asked to see the design and full proposal including a materials list. An Equine Concepts kit contains the necessary details for the project. Ms. Cartabona will provide the scope and the School District and Mr. Brooks will assist in the development of the proposal. \$100,000 will be held for Round Pen.
- b. Fence at Bellamy Rd, Baseball Field, Top wall near Auto:** Ms. Cartabona shared a diagram of potential fence designs and specifications. This will go to bid and will cost a minimum of \$35,000. Several fencing items will be consolidated and will be chain link with a black poly coating.
- c. Softball Dugouts:** Dugouts have been started and will hopefully be completed by March 15. There is currently a \$40,000 budget. Dennis Shanahan moved, Matt Severson seconded to approve up to \$6,000 for labor and \$20,000 for materials for four dugouts. A roll call **VOTE PASSED 6/0.**
- d. Other Priority Items JBC:** The funding line for welding classroom wainscoting is reduced from \$6,000 to \$2,500. A labor proposal and material proposal will be provided. The welding sink needs to be ADA compliant and will remain as a priority. Items to be removed from the list are Fan in the Barn, Door closer, vision light, guardrail. The air compressor item will be revised to extending the current air line, costs for this will be lower and exhaust reels will remain a low priority.

Dennis Shanahan moved, Matt Severson seconded to approve up \$15,000 for base and upper cabinets in Animal Science, fire science gear lockers, shelf units for storage closet at Animal Science, and 10 stacking chairs for fire science from current FF&E funding. A roll call **VOTE PASSED 6/0.**

- XII. FINANCIAL REPORT:** Mr. Limanni reviewed financial information earlier in the meeting. He will provide an updated bottom line number based on the changes made today. He will meet with Ms. Cartabona to make sure they close out the same items. The larger financial documents will no longer be needed to be shared at JBC meetings. A summarized and consolidated report will be provided.

Mr. Limanni will adjust the financial documents and add to Ms. Cartabona's list.

- XIII. MATTERS OF INTEREST:** Mr. Shanahan asked about the process for use of funds in the trust to which Mr. Limanni responded that he will provide clarification.

- XIV. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** Priority Item update, IS updates.



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Room 305, McConnell Center
Meeting Date:	February 16, 2021
Meeting Time:	4:30 p.m.

- XV. ADJOURNMENT:** Sarah Greenshields moved, Amanda Russell seconded to adjourn the meeting at 6:35 pm. An oral **VOTE PASSED 6/0.**