



**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:	April 13, 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, April 13, 2021 at 4:35 p.m. in Room 305 of the McConnell Center. Present were Bob Carrier, Dennis Shanahan, Amanda Russell, Matt Severson, Sarah Greenshields, and Mark Geuther. Also present were Clerk of the Works Stephanie Cartabona, Business Administrator Mike Limanni, DHS Principal Peter Driscoll, DHS CTC Director Samantha Tukey, Fire Chief Paul Haas, City Attorney Josh Wyatt, and C&W Manager Mike Brooks.
- II. CITIZEN'S FORUM:** No one addressed the JBC.
- III. APPROVE MEETING MINUTES FROM FEBRUARY 16, 2021:** 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 DHSCTC330 in the amount of \$5,970.00 to Seacoast Houseworks, LLC for labor for four dugouts. This invoice had been originally approved by JBC Chair Bob Carrier on March 22, 2021 so that a payment could be processed. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Sarah Greenshields seconded to approve DHSCTC331 in the amount of \$11,961.27 to Middleton Building Supply for materials for dugouts. This invoice had been originally approved by JBC Chair Bob Carrier on March 22, 2021 so that a payment could be processed. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Sarah Greenshields seconded to approve DHSCTC334 in the amount of \$15,739.24 to Middleton Building Supply for materials for dugouts through April 24, 2021. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Matt Severson seconded to approve an increase to the purchase order for Seacoast Houseworks not to exceed \$35,000 for labor for four dugouts. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Matt Severson seconded to approve an increase to the purchase order for Middleton Building Supply not to exceed \$30,000 for materials for four dugouts. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Dennis Shanahan seconded to approve DHSCTC332 in the amount of \$23,607.50 to Seacoast Houseworks, LLC for labor for four dugouts. A roll call **VOTE PASSED 6/0.**
- Amanda Russell moved, Sarah Greenshields seconded to approve DHSCTC333 in the amount of \$5,116.00 to GC/AAA Fence Company for fencing for Varsity and JV Softball Fields. A roll call **VOTE PASSED 6/0.**



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Amanda Russell moved, Dennis Shanahan seconded to approve the proposal to Kelly Bros for locks for the dugouts in the amount of \$3,524.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Sarah Greenshields seconded to approve the proposal to Collins Sports Center for 2 Champion Double First Bases in the amount is \$238.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Sarah Greenshields seconded to approve the proposal to RMS Electric to remove existing light fixtures and wiring and install a new wall mount fixture in the Animal Science dog run area in the amount of \$1,105.00. A roll call **VOTE PASSED 6/0.**

V. PC CONSTRUCTION LETTER OF RECOMMENDATION:

Amanda Russell moved, Dennis Shanahan seconded to approve the draft letter written by City Attorney Wyatt for PC Construction. A roll call **VOTE PASSED 6/0.**

VI. FUNDRAISING MONEY STATUS: Mr. Limanni updated the committee on the amount of funds in the fundraising account. The balance is \$69,721.65. He will check with Ms. Kill-Kish on cost of trees and benches if people still want to donate. \$80,000 was originally raised, but some has been expended for subscriptions and databases for the DHS library. This will not be ongoing after the JBC has been dissolved and will be spent before dissolution of the JBC.

VII. USE OF REMAINING FFE FUNDS: Mr. Driscoll confirmed that \$8,700 would still be needed for DHS for FFE out of the \$50,944 remaining in the FFE fund. The CTC still had need of \$1,300 for chairs. It was decided that \$40,000 would be transferred from the FFE line to the balance.

Mark Geuther moved, Amanda Russell seconded to move \$40,000 from FFE to the remaining balance. A roll call **VOTE PASSED 6/0.**

VIII. LIST OF WORK TO COMPLETE DIRECTED BY CLERK OF THE WORKS:

A. Round Fence Update—Ms. Cartabona will work with Mr. Brooks and Ms. Tukey to determine what is best for the Round Pen. Mr. Geuther provided a few names who may be able to help with the specifications.

B. Fence at Bellamy Rd, Baseball Field, Top Wall near Auto—Ms. Cartabona will put out the bid by the end of this week so that results are back for the next JBC meeting. The cost of this fence will determine other items that are able to be completed.

C. Softball Dugouts—Discussed earlier in the agenda

D. Welding Wainscoting Proposal—This may be completed by Seacoast Houseworks and should be able to be completed for the current estimate of \$2,500.

E. Air Compressor Plan Revision—Plumbers will be looking at this and determine the cost. It will be less than current estimate.



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- IX. FINANCIAL REPORT:** Mr. Limanni reviewed financial information in the meeting stating that the current balance is \$84,448.35 and adding the FFE funds, increases the balance to \$125,000. Mr. Limanni noted that remaining funds can be added to another CIP project such as turf field, bleachers, storage, track, etc. The \$2,500 amount for lights at the building signs was removed since not needed.
- X. MATTERS OF INTEREST:** Mr. Severson asked about piping on the ground near the base of the retaining wall that collects water. He believes it could be a hazard and needs to be cleaned up better than it is. Mr. Brooks responded that the original options were to bury it or place material on top of it. He will take another look at it.
- Ms. Russell stated she had been in the gym and noticed how bad the floor looked. She said the stained part of the floor is peeling and is far worse than pictures reflect. Mr. Brooks assured her that the company accepted responsibility and will be fixing it in August.
- Mr. Carrier informed the committee that there will be a small opening day ceremony for softball and all members will receive an invitation.
- Chief Haas presented the JBC with the official Certificate of Occupancy.
- Mr. Brooks requested possibly obtaining netting for the JV softball field to keep balls from going on the sidewalks. He will provide an estimate for the JBC.
- Mr. Carrier asked if remaining Garrison School JBC funds could be rolled into the high school project to which Mr. Limanni responded that it would be determined after the GES JBC is closed out sometime later in the year.
- XI. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next meeting is scheduled for Tuesday, May 18th at 4:30 pm.
- XII. ADJOURNMENT:** Sarah Greenshields moved, Amanda Russell seconded to adjourn the meeting at 6:10 pm. An oral **VOTE PASSED 6/0.**