



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	October 19, 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, October 19, 2021 at 4:39 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Dennis Shanahan, Matt Severson, and Mark Geuther. Sarah Greenshields was excused. Amanda Russell arrived at 4:43 P.M. Also present were Clerk of the Works Stephanie Cartabona, Community Services Director John Storer, DHS Principal Peter Driscoll, CTC Director Samantha Tukey, DMS Music Teacher Jeff Leaf, Supt Bill Harbron, C&W Services Manager Mike Brooks, Business Administrator Mike Limanni, Representatives from Port Lighting Systems, Careno Construction and Unified Building Group.
- II. CITIZEN'S FORUM:** No one addressed the JBC.
- III. APPROVE MEETING MINUTES FROM AUGUST 24, 2021:** Dennis Shanahan moved, Matt Severson seconded to approve the minutes as presented. A roll call **VOTE PASSED 5/0**.
- Chairperson Carrier requested to move up the bid for Animal Science Exercise Shelter in the agenda to which all agreed.
- Moved up in Agenda:** Ms. Cartabona summarized the process and specifications for the structure. Representatives from Unified Builders and Careno Construction answered questions on their respective proposals.
- Moved up in Agenda:** Jeff Leaf, DMS Music Teacher and Drama Club Advisor, discussed the high school auditorium and potential addition of additional stage rigging options to enhance productions for the schools and outside renters. Four options for hoists were discussed. Mr. Carrier stated that it is very important to make sure that there is a dedicated plan for the future and possibly add full upgrades of the auditorium to the CIP. Mr. Limanni added that this should be an option and there may be a potential for the District to add funds toward this cost with the JBC contributing as well. The JBC will work with the District and discuss this further.
- IV. APPROVE MANIFESTS (paid earlier):**
- Amanda Russell moved, Matt Severson seconded to approve DHSCTC345 in the amount of \$10,889.50 to ACG Compressor for an air compressor for Automotive. A roll call **VOTE PASSED 5/0**.
- Amanda Russell moved, Matt Severson seconded to approve DHSCTC346 in the amount of \$5,847.00 to Palmer & Sicard for exhaust hose reel relocation. A roll call **VOTE PASSED 5/0**.
- Amanda Russell moved, Matt Severson seconded to approve DHSCTC347 in the amount of \$3,791.75 to F.W. Webb for the Elkay sink package for the CTC welding room sink. A roll call **VOTE PASSED 5/0**.



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Amanda Russell moved, Matt Severson seconded to approve DHSCTC348 in the amount of \$120.00 to Middleton Building Supply for materials for the installation of the CTC Welding Sink. A roll call **VOTE PASSED 5/0.**

V. APPROVE MANIFESTS:

Amanda Russell moved, Matt Severson seconded to approve DHSCTC349 in the amount of \$950.00 to Aradign Solutions for fume hood testing. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Matt Severson seconded to approve DHSCTC350 in the amount of \$4,933.42 to Munson Heating and Plumbing for installation of a hand wash sink in Welding lab. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Matt Severson seconded to approve DHSCTC351 in the amount of \$5,646.04 to Unified Builders for work on the Welding Shop Wall. A roll call **VOTE PASSED 5/0.** Change orders amounts were included in the manifest.

Amanda Russell moved, Matt Severson seconded to approve DHSCTC352 in the amount of \$5.69 to Middleton Building Supply for materials for the CTC Welding Sink. A roll call **VOTE PASSED 5/0.**

VI. CHANGE ORDER APPROVAL:

- A. UNIFIED BUILDERS-WELDING SHOP WALL—INCLUDED ABOVE**
- B. PC CONSTRUCTION—PHASE II APPROVAL-REMOVED**

VII. LIST OF BID/QUOTE APPROVALS:

- A. Animal Science Exercise Shelter Bid Approval**—The JBC discussed the proposals received with recommendations from Mr. Limanni. Everything on the outstanding list has been approved except for some FFE items. Mr. Limanni reviewed financials with the JBC. There is a total of \$84,000 remaining in the fund which includes money transferred from the Garrison School project and \$150,000 allocated for the animal science exercise pen. Mr. Shanahan commented that this includes the fund-raising money and must be reviewed carefully so that the fundraising money is expended on enhancements to the school, as promised to those that made donations. The JBC reached consensus that the exercise shelter bid amounts were more than what the remaining funds allowed. Mr. Carrier asked if the area could be modified so that the cost is less. A simplified, fenced in exercise area was discussed. Mr. Severson expressed concern for the applicability of building codes. Ms. Tukey stated that the space is more than just a place to hold animals and described how it can be used to train students in the handling of show animals. Ms. Cartabona will request 3 quotes for fenced enclosures that will not need electric but will have access to water.



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B. Animal Science Cabinets—Amanda Russell moved, Matt Severson seconded to approve the purchase of Classroom Work Suite I by Stevens Industries cabinets (72 inch) in the amount of \$3,173.54. A roll call **VOTE PASSED 5/0.**

C. Weighted Stanchions Proposal: Amanda Russell moved, Matt Severson seconded to approve the purchase of two guardrails not to exceed \$2,000 as explained by Mr. Brooks. A roll call **VOTE PASSED 5.0.**

VIII. REVIEW OF OUTSTANDING ITEMS: Mr. Limanni reviewed the list, noting it is getting smaller, with most items completed or approved for completion. Ms. Cartabona will contact Seacoast Houseworks to determine status of payment.

IX. UPDATE ON GYMNASIUM FLOOR: Mr. Carrier updated the status of the gym floor stating that the original vendor will extend the warranty for a year ending in August 2023. The previous owner of the company was upset with the floor quality and will make sure that it is fixed. The repair work is currently scheduled for August of 2022.

X. PROPOSAL REVIEW/DISCUSSION—USE OF TRUST FUNDS (\$69,700)

- a. DHS Auditorium—Stage Floor**—Ms. Russell and Mr. Brooks summarized the issue with the current floor and the option of a dance floor. Mr. Brooks will look into a Marley vinyl floor which could be a good option for the auditorium. The cost would be approximately \$5500.00.
- b. DHS Auditorium—Undedicated Fly Bars**—Mr. Limanni will request prices for relocation and faster/stronger fly bar. Mr. Shanahan noted that the Marley Floor, the variable speed, slow but strong fly bar and costs to relocate existing equipment could be appropriate uses for the Trust Funds.
- c. Ticket Booth**—Mr. Storer discussed the potential and plans for a new ticket booth area. Amanda Russell moved, Matt Severson seconded to approve lighting and paved entry at a cost not to exceed \$18,000. Mr. Storer believes this project may be completed before winter. A roll call **VOTE PASSED 5/0.** This will improve visibility and make safer for pedestrians. Thank you to the City for their assistance with this.

XI. FINANCIAL REPORT: Mr. Limanni reviewed financial information earlier in the meeting. The Marley, Fly Bars and Ticket booth cost will be approximately \$95,790. The fly bars fit within the trust fund guidelines.

XII. MATTERS OF INTEREST: Mr. Carrier asked that a thank you note be sent to the two companies that sent proposals for the Exercise pen.



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- XIII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next meeting date is to be determined.
- XIV. ADJOURNMENT:** Dennis Shanahan moved, Amanda Russell seconded to adjourn the meeting at 6:40 pm. An oral **VOTE PASSED 5/0.**

DRAFT