

**GES Phase II and WPS Addition & Renovation Joint Building Committee**  
**Meeting #18**  
**December 28, 2006**  
**Dover, New Hampshire 03820**

- A. CALL TO ORDER:** A meeting of the WPS Phase II & WPS Addition and Renovations Joint Building Committee was called to order on Thursday, December 28, 2006 at 5:00 p.m. at Superintendent's office.
- B. ROLL CALL:** Present were Jason Hindle, Doris Grady, Carolyn Mebert, Mark Geuther, Citizen Rep., and Ray Bardwell Citizen Rep. Also present were John O'Connor, Superintendent; Laurie Verville, Business Manager; Patrick Boodey, Principal-WPS; Michael Bliss, Clerk of the Works; and Steve Silver, Goudreau & Associates.
- C. DISCUSSION AND APPROVAL OF ADDITIONS & CHANGES TO RENOVATION PHASE PER RECOMMENDATIONS FROM GOUDREAU & ASSOCIATES:** Ms. Verville began with the e-mail (white copy) with three areas broken down on the changes. She mentioned that John, Patrick and she met to look over the scope and see if there was anything that needed to be added or could be deleted. Mr. Silver mentioned Mr. McBey has been sick all week and was not able to get figures together for the changes listed in the e-mail. Mr. Silver also mentioned he spoke with Mr. McBey about putting figures together and having Mr. McBey look at them to see if they were ok. Mr. McBey looked at the numbers and told him they were fine.

Mr. Silver stated the cost to make all the changes on this list would be approximately \$16,800. The breakout is as follows:

Ground Floor: OT/PT room a request was made to place a chalkboard in the classroom along with adding a whiteboard in the conference room for an estimated \$400 per installation of board. Mr. Geuther asked why a chalkboard was needed; he thought they were now taboo in schools. Mr. Boodey mentioned he was told the OT/PT people like to use the chalkboard with their students because of the texture of the chalk and writing on the blackboard compared to a whiteboard. Somehow it helps the students with their OT. Mr. Silver then moved on to the space where the kiln was supposed to go in the art room along with the storage space. It was suggested to make the two storage spaces into one large storage closet and the room where the kiln was to go, make that an office. The final change is the current two SPED resource rooms make into a classroom with typical millwork/sink, whiteboards, cubbies and shelving. Ms. Mebert asked how big the classroom would be; Mr. Silver said approximately 780 sf. Ms. Grady then asked how much this would cost and Mr. Silver said for the classroom it would be \$3,000 for a total on the ground level of \$3,800.

First Floor: Next suggestion is to keep the 2 bathrooms where they are, leaving no need for any demolition. However, an upgrade of the fixtures, piping, lighting and finishes are required for an approximate cost of \$10,000. This would be earmarked for either preschool or kindergarten in the future. Mr. Bliss asked if this meets the ADA size requirements. Mr. Silver stated he believes it comes within 2 inches of the requirement but would look further into it. Mr. Bardwell asked to clarify the \$10,000 was for the two bathrooms. Mr. Silver said it was for the two bathrooms having all fixtures and doors replaced along with any trenching that needs to be done for the piping. Ms. Grady asked why we are adding another kindergarten classroom. Dr. O'Connor said currently there are five rooms earmarked for preschool and kindergarten and are all around 1,000 sf. He feels it would be a good idea to have another classroom because no one knows what the population will be like in the future or the need for space. The other is if the district goes to full day kindergarten, another room would be nice to have for kindergarten or preschool. Ms. Grady asked if kindergarten doesn't go to full time, what the room would be used as. Dr. O'Connor stated it would be another classroom. Mr. Silver reminded the committee that this area is at grade egress. Mr. Mebert then asked how many toilets would be replaced per bathroom; Mr. Silver said there are two per bathroom. Ms. Mebert then stated she thought the price was high for changing out fixtures for two bathrooms. Mr. Silver reminded the committee there might be a need for cutting; which can be costly. Mr. Bardwell stated he thinks the price for the work that needs to be done is generous. Mr. Silver mentioned the cost is approximately \$1,000 per fixture. Ms. Mebert then asked if finish tile would be used in the bathrooms. Mr. Silver said the plan was to use sheet vinyl because there are no seams and it can be placed over the wainscot that is currently down on the floor. He also mentioned a contingency would be built in for the piping. Mr. Geuther said that we are talking numbers, but the

committee doesn't have the full scope of numbers yet. Mr. Silver said there are no numbers yet because the scope had not been finalized and that is why the committee is here tonight because he had questions and needed clarification before finishing the scope. Ms. Mebert asked if this was coming about as a result of the SAU office not moving to WPS. Mr. Silver said it wasn't, it was because he had questions. Mr. Geuther mentioned he thought it made sense to keep the bathrooms even if they are never used. Mr. Silver mentioned the bathrooms are in a perfect spot. He then continued discussions on classroom E146 and suggested to demolish the wall and make the classroom larger or have a small office off of the room. Whatever the committee decides to do, the net change in cost would be \$0.00. Mr. Hindle asked who would go in that spot. Mr. Boodey mentioned it could be used for 1:1 reading time with students because they are usually short on space. However, the space doesn't have to be an office. This is new information to him and he would like to see the room made larger if there is no difference in cost versus a smaller classroom with an office area. Dr. O'Connor said it made sense to him to have larger classrooms on the first & second floors; it gives more flexibility of location. An example is if there is a student in a wheelchair, having a classroom of 1,000 sf versus 750 sf allows that student to be placed in a room that has more space to maneuver. Ms. Grady then asked if the room is made larger and demolition is involved, how much more would it cost. Mr. Silver said that whatever is done/decided on; it will be "a wash" because it is already included in the original cost. There would be no change in cost if the area was turned into an office or the classroom size is increased. Mr. Bardwell asked if there was a figure on cost yet. Dr. O'Connor asked when the figures do come to the committee, will the figures given tonight be included. Mr. Silver said that on January 11<sup>th</sup> the committee will have figures and the numbers given tonight would be included. Mr. Hindle stated that this evening's meeting is to vote for or against the suggested changes in scope that were in the e-mail. Mr. Silver stated there was one more minor change on the first floor to a room that has not been assigned and it has been suggested to make it the reading room. Ms. Grady stated none of the rooms are assigned to any specific group/person; that is not the committee's job. Dr. O'Connor said the rooms are not technically assigned to anyone and the arrangement can change five or more times from now until the end of the project.

Second Floor: There is the same situation as on the first floor with enlarging the classroom. Also, there is a teachers' workroom on this floor and there was a suggestion to add a kitchenette off of the workroom so teachers can have lunch. Ms. Grady asked where the current teachers' room is; Mr. Silver said it was on the ground floor but will be moving to the first floor with a kitchenette; which includes a countertop, cabinets, sink, and refrigerator. Mr. Boodey mentioned that at the elementary level; the teachers do a lot of things with the kids in their classrooms with projects and food. With the kitchenette on the second floor, the teachers there don't have to go to the first floor to wash vegetables etc. He also mentioned he sees the elementary teachers using the sinks more than he did at the high school. Ms. Grady said she feels the \$3,000 for the kitchenette could be saved for something else that is more important. Dr. O'Connor mentioned the room already has a sink in it. Mr. Bardwell asked what the room is being used for now. Dr. O'Connor said it was a storeroom. Mr. Boodey said Mr. Hobson and Ms. Mallett are using it. Mr. Bardwell confirmed it would cost \$3,000 to get rid of waste versus the \$10,000 downstairs; it doesn't make sense to him. Mr. Bliss said there are two bathrooms being completely redone downstairs and the figure also includes any trench work that might need to be done. Ms. Mebert said she could see what Mr. Boodey is trying to say. However, she wonders if there is a better location for the room so the pipes don't have to be run as far or at all. Mr. Silver stated he would look into the piping situation. Mr. Hindle asked Mr. Silver if he would look into all questions raised this evening; Mr. Silver stated he would. Mr. Hindle then asked about the café. Mr. Silver stated the engineers said the kitchen has to be brought up to code because there is nothing in the kitchen that meets code now. The hood and fans need to be replaced, ductwork needs to be done and a fire suppression system installed. Mr. Silver mentioned he had met with a kitchen consultant and a rough estimate on cost is \$30,000. Mr. Hindle asked if moving the direction of the café, (SAU figures), included upgrades in the kitchen. Mr. Silver said it didn't and he told the engineers not to touch anything in the café/kitchen until the committee made a decision on what is to be done. Ms. Verville said it was not included in the monies for the SAU funds because the monies had not been allocated yet. Mr. Geuther asked if the kitchen would receive new appliances, (stove and refrigerator). Ms. Verville stated that new appliances would come out of monies from cafeteria funds. Ms. Mebert asked if the committee advises Goudreau & Associates to go ahead with the changes in the café's kitchen, how much of this will go towards cooking in the kitchen. Dr. O'Connor said the committee has to think ahead. Ms. Verville and he have been looking into contracting out for the café in the schools and if the district decides to go through with it, the contracted company will need to have a kitchen to prepare and cook the food. Currently there are 2.5 people in the café at WPS and only the supervisor is in early, the others arrive approximately 1 – 2 hours before serving lunch. However, if the district contracts out, those people would arrive earlier. Mr. Boodey said currently there is no washing of dishes because everything is disposable and in the 4.5 months he has been at WPS, he hasn't seen the stove used. Mr.

Bardwell asked if the district was thinking about contracting out; Ms. Verville said, "Yes." Dr. O'Connor mentioned the issue now is the hood, ductwork and fire suppression system. However, the other items would need to be updated if the district is more inclined for on-site preparation. Ms. Mebert asked what the hood was going over, the stove or oven. Mr. Boodey said it would be the stove, oven, etc. Currently all that is used in the kitchen is a convection oven to heat up items like chicken nuggets and the stovetop to heat up items like Spaghetti O's. He also said he believes the stoves/ovens were installed in 1954-1955 and haven't been used for many years. Mr. Bardwell asked if the kitchen has been rented out to big outfits for prepping needs throughout the school year. Mr. Boodey said with the addition of classrooms, there is the possibility for the student population to grow and the school is also an emergency shelter and believes the upgrades need to be done. Mr. Bliss said if the building inspector says something, then it will have to be done. Mr. Silver then mentioned that currently, the only concern the building inspector has is to update the grease filters and add a fire suppression system. However, the engineers for Goudreau & Associates said the school has to have a hood over the ovens/stoves. Ms. Mebert asked if the appliances that aren't being used are removed, would the systems still be needed; will the school be in code if appliances are not being used. Mr. Silver stated even if the school is just heating items on the stove, the hood is still needed. Ms. Mebert asked how big an area is needed for the hood and where would it be placed. Mr. Silver said it would be an island hood. Dr. O'Connor stated the kitchen at WPS is the largest of the 3 elementary schools and recommends the committee have all the work done. Ms. Mebert then mentioned that if the committee does do all the work, new stoves/ovens would be needed. Mr. Geuther mentioned those could go in at any time. Dr. O'Connor stated the appliances would be replaced with food service monies; CIP monies will not be used. Ms. Mebert asked what the approximate cost was for the fire suppression system. Ms. Verville said it was approximately \$4,000. Mr. Silver stated it was around \$4,000.00 for the Ansul fire suppression system. Dr. O'Connor asked what that included. Mr. Silver said it was for 2 units, tempered, and an air return system. Ms. Grady stated the monies appropriated for the café was not included because the changes were in part of the area being renovated for the SAU office. The committee was now looking at \$46,000.00-\$47,000.00 for the other updates; she stated she is having trouble with the additional \$30,000. Ms. Mebert asked if the building inspector wouldn't pass the building if these updates were not done. Mr. Silver it is hard to tell what the building inspector would pass; however, the engineers stated they are requiring the updates be done. Mr. Bardwell stated he believes someone would not sign the C.O. if the hood and ductwork weren't done. Mr. Geuther said the ductwork is the most expensive item too be done; however, he believes the cost to have this done later will be more. The Ansul is required now and can be done at any time. Mr. Hindle asked what the future rent out of the café would be. Dr. O'Connor said the kitchens are rented out all the time throughout the district. Mr. Hindle said with the good size of the gym and a new café, it might be good to look at the kitchen as a revenue idea. Ms. Verville said that Gary Bannon, Director of Dover Rec. and her have been working on maximizing space and making the renting of space more appealing. Mr. Bardwell then asked if the liners for the chimneys would be welded sheet metal. Mr. Silver said the chimneys would be relined with a double wall stainless steel liner. He mentioned this product was chosen because high efficiency boiler exhaust gases are highly acidic and would corrode stainless steel liners. Mr. Bliss mentioned SG Joy has looked at the project; however, he hasn't received the quote yet on lining the chimneys. He has left several messages but hasn't heard back from them. Another option is to do a super flu, which is poured, but also more expensive. Ms. Grady then asked when the committee could anticipate an approximate cost of phase 2 & 3 for the council; Mr. Silver said the committee would have the figures at the January 11<sup>th</sup> meeting.

Ms. Grady then asked about the tile & asbestos investigation. Mr. Hindle stated this will be discussed under "Other Business," he would like to vote on the items presented tonight. Mr. Hindle then asked if Mr. Silver could read the list of recommendations one at a time. Mr. Silver read the following:

1. OT/PT Chalkboard & Whiteboard in Conference Room: Ms. Verville said the chalkboards for OT/PT would be funded by the FF & E. Mr. Geuther mentioned he thought that BPS had all chalkboards and whiteboards as a line item in their budget for \$60,000. Mr. Silver said each board costs \$400.00 each. Ms. Verville stated she thought the \$60,000.00 line item was for backboards and bleachers under Misc. Specialty. Dr. O'Connor stated he thought the committee told BPS to remove the chalkboards and whiteboards from their line item. Ray Bardwell motioned, Doris Grady seconded to delete one of the 2 rooms from the scope. An oral **VOTE PASSED: 5/0**
2. Convert Kiln Room to Office & 2 Storage Rooms Into 1: Mr. Hindle asked why the need of an office. Dr. O'Connor mentioned it would help to move the phone and computer out of the classroom and put into a private area. Mr. Hindle asked about expanding the room in place of an office. Dr. O'Connor said storage space is needed. Mr. Silver also stated the office is off the hallway and can be used as a separate office if it's not going to

be part of the art room. Mr. Bliss asked if the committee wanted the office in. Mr. Bardwell stated he would like to leave the room as assigned. Mark Geuther moved, Carolyn Mebert seconded to leave the room as assigned.

An oral **VOTE PASSED: 5/0**

3. Convert SPED/Resource Room Into One Room-Change Into Classroom: Mr. Silver said the net charge would be approximately \$3,000. Mr. Geuther asked what the charges were for; Mr. Silver said it was for the millwork and cubbies in the classroom. Mark Geuther moved, Ray Bardwell seconded to spend additional money for charges. An oral **VOTE PASSED: 5/0**

Mr. Boodey mentioned when reviewing the scope, he was looking at the area marked SPED and Speech & Language room and then noticed a second room marked SPED that was the size of a regular classroom. He mentioned there wasn't a need for a third room and thought this could be made into another classroom. Dr. O'Connor said there was a sink already in the room and it made sense. He also mentioned that SPED services at WPS are expanding and the programs at GES could possibly be shifted over to WPS, which has more resources.

4. Classrooms E101 & E102-Leave Existing Bathrooms: This request is to retain the two bathrooms with all new fixtures at a cost of approximately \$10,000. Mark Geuther moved, Carolyn Mebert seconded to retain the two bathrooms. An oral **VOTE PASSED: 5/0**

Ms. Mebert asked if the fixtures have to be replaced. Mr. Silver stated they did. Mr. Bardwell then asked if the fixtures were in the original scope of work. Dr. O'Connor stated the fixtures were not because the original plan was to demolish the bathrooms. Mr. Geuther stated where the original thought was for kindergarten to be in the new addition, having this classroom will leave flexibility for its use for another preschool or kindergarten.

5. Room E146: The recommendation is to not combine this room with the adjacent bathroom and to leave the wall between rooms and use the demolished bathroom as a new office. The classroom will be approximately 780 sf. Dr. O'Connor stated the original plan was to make the area into one classroom. Ms. Mebert asked if the original scope for the room was 780 sf. Mr. Silver stated it was to expand the classroom into approximately 1,000 sf. Mark Geuther moved, Ray Bardwell seconded to keep the original scope. An oral **VOTE PASSED: 5/0**
6. Second Floor-Room 227: The recommendation is the same as for Room E146. Ray Bardwell moved, Carolyn Mebert seconded to keep the original scope. An oral **VOTE PASSED: 5/0**
7. Room 223: The recommendation is to add a kitchenette off the teachers' workroom. Mr. Bardwell stated he wished he knew if this area had plumbing. Mr. Silver stated there is space in the ceiling that could be used to run the piping and could be picked up at the drain. Ms. Mebert stated that \$3,000.00 didn't seem like a lot of money. Someone raised the question as to what else would be in the kitchenette. Mr. Silver said it would have millwork, which would be a countertop, sink, microwave and a few cabinets on the wall and under the sink. Mr. Hindle asked if monies were already budgeted and asked what the cost of the kitchenette would be. Mr. Silver said it was approximately \$3,000.00 and the monies have not been budgeted. Mr. Boodey stated this is not a deal breaker if a kitchenette is added or it remains as a workroom. Dr. O'Connor mentioned that a refrigerator makes sense; it will get rid of the little fridges in the individual classrooms. Mark Geuther moved, Ray Bardwell seconded to approve making a kitchenette off the teachers' workroom on the second floor. An oral **VOTE PASSED: 4/1** (Grady opposed).
8. Kitchen (café): Mr. Bardwell wanted to confirm that the stove and refrigerator was not included in the \$30,000. Ms. Verville stated that was correct. Mr. Geuther said those items should be replaced as the need arises. Mr. Silver stated the kitchen would be designed around the hood size. Ms. Grady asked if the hood size makes a difference. Mr. Silver said they are using a hood size of 16' x 4'. Dr. O'Connor said if we go with a smaller hood size, the price should be less. Mr. Geuther asked if this could be added as an alternate in the bid. Mr. Silver said the engineers have to do all as one or bid separately. Mr. Geuther mentioned if this were included in the main bid, the committee would not know the cost for this work. Mr. Bardwell mentioned if the district goes to bid for food services, it would be practical to go with what will be needed. Ms. Verville suggested getting the food service director in to see what he is looking at doing. She asked the committee if it would be all right for her to orchestrate with Mark Covell, Food Service Director, to go outside of the JBC to look at the needs for the kitchen. Ms. Verville also mentioned there will be an additional cost to Rist, Frost Shumway for the kitchen and asked Mr. Silver if he could get her those numbers. Mr. Silver stated he would get the numbers to her. Mark Geuther moved, Carolyn Mebert seconded to install the ductwork and hood in the kitchen to bring it up to code. An oral **VOTE PASSED: 5/0**

**D. OTHER:** Mr. Hindle asked about the tile. Mr. Bliss said that at the last meeting he stated he would look into the SPED office and the closet. He said there was no evidence of mastic under the 3 sections of rug he looked at in the SPED office. However, the closet has 9 x 9 tile that covered the older tiles; he believes it was missed when the tiles were laid down. RPF told him that all mastic tiles would be removed. Ms. Grady asked if the old tiles with the mastic were removed before the last set of tiles was put down. Mr. Bliss said the tiles with the mastic are still there, but only in that closet from what he has seen so far. Mr. Geuther asked how long ago the tile was put down. Mr. Hindle said the work was done back in 1993. Mr. Silver said the floor contractor said he could get the manufacturer to come in and write a warranty.

Mr. Hindle asked for an update on the project. Mr. Bliss said the concrete has been poured on two levels and the exterior studs are going up. He took pictures on the first floor; the studs are up and the sprinkler system is being marked out. The roofer suppliers were not there this week but the work should begin next week. The asbestos removal is at the final cleaning today. The testing was done early in the morning and he is just waiting to get the results back. The fire department noticed in the hallway being abated that there was no fire wall and wants a smoke barrier to be put in the length of the corridor. Mr. Bardwell asked if it could be sealed; Mr. Bliss stated the area is too large from where the blocks end to the ceiling that it will need more than a sealer. Ms. Mebert asked about putting up fire rated sheet rock. Mr. Bliss said only a smoke barrier is needed so the expense of a fire rated sheet rock is not needed. Mr. Geuther asked how big a space is there. Mr. Bliss said it extended across the top block from the block to the teachers' workroom, on that side only. Mr. Geuther asked about the construction schedule for that wing. Mr. Bliss said he keeps asking Mr. McBey for a schedule but has not received one yet. Ms. Verville mentioned she would contact Mr. McBey for a schedule also. Mr. Bardwell asked if a figure could be available for the next JBC meeting on January 11<sup>th</sup>. Mr. Geuther said the fire department could always come in and say there are no classes because there is no smoke wall. Mr. Bliss said there's a drywall ceiling from plane to stitch and does not believe the fire department will cancel classes at this time because there is no smoke wall. Ms. Grady mentioned she had mentioned that once things started to be torn apart, unexpected items would show up.

**E. NEXT MEETING:** The next meeting for the JBC is scheduled for January 11, 2006 at 5 p.m. at the Superintendent's office.

**F. ADJOURNMENT:** Ray Bardwell moved, Carolyn Mebert seconded to adjourn the JBC Committee at 6:20 p.m. An oral **VOTE PASSED: 5/0.**

Respectfully submitted,

Jason Hindle, Chair  
Joint Building Committee  
JH/pb