

GES & WPS Additions and Renovations & DHS & HSS Renovations Joint Building Committee
Meeting #17
January 11, 2005
Dover, New Hampshire 03820

- A. CALL TO ORDER:** A meeting of the GES & WPS Additions and Renovations and DHS & HSS Renovations Joint Building Committee was called to order on Tuesday, January 11, 2005, at 6:30 p.m. at Garrison Elementary School in the Library.
- B. ROLL CALL:** Present were Otis Perry, Carolyn Mebert and Jason Hindle; Marjorie Fisher was absent. Also present were John O'Connor, Superintendent; Laurie Verville, Business Manager; Phil Casey, Clerk of the Works; Joanne Eaton, Facilities Manager; Gary Goudreau from Goudreau and Associates; Dennis Bentley, Principal of Garrison Elementary School; and Jennifer Beloin Gagne from Beloin Construction. Due to the absence of Chairperson Fisher, Otis Perry was elected acting chair.
- C. APPROVAL OF MEETING MINUTES:** Jason Hindle moved, Carolyn Mebert seconded approval of the December 14, 2004 meeting minutes. An oral **VOTE PASSED: 3 – 0.**
- D. PAYMENT OF BILLS:** Chairperson Otis Perry stated he would like to defer the decision on the payment of the bills listed below, until he could clarify a few of the bills. On line item **d.** to Beloin Construction for \$2,476.04, Acting Chairperson Perry wanted to know why this amount was not included for approval of payment when the work was approved for the \$4,064.04. Ms. Verville stated that we paid for the gang boxes and other supplies while Mr. Casey was trying to get an answer on the 15% mark-up for the subcontractor and labor costs. The 15% mark-up from the subcontractor was recently resolved and is now coming forward for approval of payment. The next line item was **i.** to Beloin Construction for \$403,549.18. Chairperson Perry was not sure how we came to this figure, because the figure on the agenda was more than what was under the CIP report for payment. Ms. Verville explained that the \$403,549.18 was the amount of the most recent payment including the retainage amount. The last item was **l.** to Kamco Supply Corp. for \$424. Chairperson Perry asked if these were the supplies for the doors for the sprinkler enclosure. Mr. Casey confirmed that the above invoice was for supplies for a whole new jam and a pair of doors for the sprinkler enclosure.

After clarification on the above line items, Jason Hindle motioned and Carolyn Mebert seconded, payment of the following bills:

- a. Goudreau & Associates Architects, PLLC – Invoice #2004.02-008 dated 12-30-04 for \$ 4,959.68
- b. Atlantic Storage Trailers, LLC – Invoice #00038755 dated 12-16-04 for \$ 60.00
- c. Tri-City Drywall & Metal Framing, Inc. – Invoice: Letter dated 01-02-05 for \$ 1,140.00
- d. Beloin Construction Inc. – Change Order #009 dated 11-18-04 for \$ 2,476.04
- e. MilesTek – Invoice #P010133201015 dated 12-16-04 for \$ 211.45
- f. MilesTek – Invoice #P010133201023 dated 12-16-04 for \$ 159.95
- g. Phil Casey, Clerk of the Works – Memo dated 01-03-05 for \$ 699.72
- h. Higgins Office Products, Inc. – Invoice #INV24651 dated 12-21-04 for \$ 1,833.00
- i. Beloin Construction Inc. – Application for Payment dated 12-30-04 for \$ 403,549.18
- j. RMS Electric LLC – Invoice #7542 dated 11-18-04 for \$ 1,077.37
- k. Projectus – Invoice #13487 dated 12-29-04 for \$ 529.00
- l. Kamco Supply Corp. of Boston – Invoice #147361 dated 12-31-04 for \$ 424.00
- m. Phil Casey, Clerk of the Works – Memo dated 12-21-04 for \$ 3,283.27
- n. John L. Carter Sprinkler Co., Inc. – Invoice #2190 dated 12-17-04 for \$ 2,990.00
- o. Atlantic Storage Trailers, LLC – Invoice #00038558 dated 11-17-04 for \$ 60.00
- p. Digitally Unique, Inc. – Invoice #NL21338 dated 12-27-04 for \$ 178.85
- q. * Mounts & More – Invoice #268592 dated 01-03-05 for \$ 292.00
- r. * Decorative Concepts Inc. – Invoice #011605 dated 01-06-05 for \$ 250.00

- s. * Decorative Concepts Inc. – Invoice #011705 dated 01-06-05 for 265.50
- t. * Bailey Rigg – Direct Payment dated 1-11-05 for \$ 10.79
- u. * Handy Hardware – Invoice #467424, #467452 & #468203 on a Direct Payment dated 01-11-05 for \$ 107.41

A roll call **VOTE PASSED: 3 – 0**

E. CIP UPDATE: Laurie Verville read the CIP balance into the record. As of December 17, 2004, total budget availability remaining:

- a. Dover High School – Laurie Verville read the summary report and stated that after the Expenditures to Date and Obligations for the replacement of the intercom system and the replacement of as many stair treads that can be replaced. There is no remaining balance.
- b. Horne Street School – Laurie Verville read the summary report and stated that after the Expenditures to Date and Obligations for the Horne Street School and the payroll for Phil Casey, Clerk of the Works, leaving an amount of \$ 22,568.59 for other projects.

Garrison Elementary School – Laurie Verville read the summary report and stated that after the Expenditures to Date and Obligations for the Garrison Elementary School, there is a remaining total of approximately \$17,530.54. There was a request for remaining monies to go towards computer tables for the computer lab, and for furniture not ordered for the new classrooms.

After the CIP Update by Business Manager, Laurie Verville, a follow-up discussion regarding expenditure of remaining funds per school took place as follows:

- F. DOVER HIGH SCHOOL:** There are no monies remaining for other projects for the High School. However, at this time, work is proceeding on the replacement of the intercom system and the stair treads are being replaced in order of priority.
- G. HORNE STREET SCHOOL:** Phil Casey, Clerk of the Works, began his report on the areas that need to be worked on over at the school. First item brought up was the flat roof above the office. Mr. Casey mentioned that every time we have rain or snow that melts, a large puddle of water accumulates in a spot above the office. The water has now accumulated between the two roofs and has saturated all the insulation making it very soft. We have received a quote from the Melanson Co., Inc. for a price of \$10,400.00 to install tapered insulation in the area above the office to prevent further leaks and puddles on the roof.

Next item was the canopy outside the main entrance. Central Paint had given Mr. Casey the name of two companies for him to contact regarding the sandblasting, prep work, and painting. Mr. Casey contacted both companies; one did not respond to his voice message and the other company, BPS Power Spraying and Painting did call back. They went and looked at the project and gave a price of \$2,200.00 to complete the prep work and painting of the canopy. The representative of BPS stated that he would be able to do this work over the February vacation by using poly over the structure and a unit heater to keep the canopy area warm to paint the structure.

Last item of concern were the windows in the gymnasium. The rear window is a multi-light window that needs to have prep work done before caulking and stain can be applied. Phil received a quote from Eric Sullivan for \$1,600. The other windows are two side windows on the upper part of the gym, which are 37' long by 6' 2" high each. These windows need a little more prep work to get them back into shape for painting. The Kalwall has separated and has several layers of different caulking and even roof mastic on it to keep it together. These will need to be corrected by having the joints cleaned to the best of their ability,

then covered with a clear plastic and adhesive and last have stainless steel screws inserted to keep the Kalwall from splitting apart more. An estimated cost for this work is \$2,500.

Jason Hindle motioned and Carolyn Mebert seconded the spending of monies to have the roof and windows fixed for a cost of approximately \$16,700. A roll call **VOTE PASSED: 3 – 0**

H. GARRISON ELEMENTARY SCHOOL: First item brought to attention was the need of the priority of the furniture that had not been ordered for the new rooms. Ms. Verville said that she would be going to Wilmington MA to a company that had many cabinets that they would supply and deliver to us free of charge if the School District was interested in any of the cabinets. Ms. Verville's thought was that if the cabinets were in good condition, that they might be used in place of ordering cabinets through furniture companies and saving the school district money. Mr. Bentley stated that unless they were in really good condition that he would prefer to have brand new furniture verses used furniture. Chairperson Perry also stated that sometimes it is really nice to have brand new furniture for a new room. It was also brought up that a lot of the furniture items on the list had originally been deferred to Phase II of the construction project, which is why they had not been purchased at this time. Also deferred to Phase II of the project was the countertop for the space between the two sinks in the new art room. Also on the priority list were white boards and corkboards for all the rooms that Ms. Verville stated would be the top priority so that the teachers could teach.

Mr. Goudreau brought up that they have not been able to find the appropriate cable for the computer lab that the building inspector was requiring. It has been decided for the computer lab to go wireless. Chairperson Perry asked if wireless was going to work in this situation and Mr. Goudreau stated that he did not feel there would be problems running the lab wireless. However, Mr. Goudreau stated that the way always understood the wireless systems to have limitations; they do not seem to handle heavy video streaming very effectively. If this is not required, then there should be no noticeable difference to the user.

The circulation desk for the library was discussed. Debra Cheney, Librarian at Garrison Elementary, had received a quote from Tucker Library Interiors for a cost of \$8,412.00 for the circulation desk and another \$198.95 for center back shelving units that are necessary for the circulation desk to be fully functional. The total amount from Tucker Library Interiors was \$8,610.95. However, Ms. Beloin Gagne stated that she had just received the quote from Salsbury Woodworks yet she had not had a chance to look at the cost or the design of the circulation desk. She would fax over the information to Ms. Verville first thing Wednesday, January 12th, for Ms. Verville to look at the differences in cost and the design of the desk. Chairperson Perry would like to wait on approval of the circulation desk until they receive a breakdown from Salsbury Woodworks for a comparison. Mr. Goudreau's original sketch for the library showed counters behind the circulation desk; however, at this time there are no counters behind the circulation desk. Mr. Goudreau's original sketch for the library showed counters behind the circulation desk; however, at this time there are no counters for behind the circulation desk.

Jason Hindle motioned and Carolyn Mebert seconded the spending of \$3,796.00 for the white boards and other furniture requested for the new classrooms and for an additional \$2,801.80 for the computer tables for the lab from Goodwin's Office Supply. A roll call **VOTE PASSED: 3 – 0**

I. FINAL ACCEPTANCE OF SCHOOL CONSTRUCTION: Construction on the following building has been completed:

Horne Street School: Abatement and replacement of roof and soffit. (\$ 222,631.41)

Dover High School: Renovation of Consumer Science classroom, Special Education rooms, replacement of gymnasium bleacher system, and replacement of intercom system. (\$ 275,000.00)

Garrison Elementary School: Four specialized classroom addition, new media center, new boiler system, and a sprinkler system throughout the building. (\$ 1,464,027.26)

Jason Hindle motioned and Carolyn Mebert seconded the allocation of remaining funds to the administrators to spend as they needed. A roll call **VOTE PASSED: 3 – 0**

J. DISSOLVING THE JOINT BUILDING COMMITTEE: Jason Hindle motioned and Carolyn Mebert seconded to dissolve the current Joint Building Committee as of 7:20 p.m. on Tuesday, January 11, 2005. A roll call **VOTE PASSED: 3 – 0**

K. ADJOURNMENT: Jason Hindle moved and Caroline Mebert seconded adjournment of the JBC Committee at 7:20 p.m. An oral **VOTE PASSED: 3 – 0**

Respectfully submitted,

Marjorie Fisher, Chair
Join Building Committee
MF/pb