



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Office
Meeting Date:	Thursday, March 13, 2008
Meeting Time:	5:00 pm

MEETING # 46

CALL TO ORDER: A meeting of the Woodman Park Elementary School Addition & Renovations and SAU Retrofit Joint Building Committee was called to order on Thursday, March 13, 2008 at 5:00 p.m. beginning with a tour of the SAU office at the McConnell Center.

ROLL CALL: Present were Catherine Cheney, Karen Weston, Doris Grady, Carolyn Mebert, and Mark Geuther. Also present were John O'Connor, Superintendent; Laurie Verville, Business Manager; Michael Bliss, Clerk of the Works; Patrick Boodey, Principal, WPS; John Gamache, Facilities Manger; Steve Silver, Goudreau & Associates; Gary Goudreau, Goudreau & Associates, Keith McBey, BPS, and Jim Kimball, BPS. Ray Bardwell joined the meeting once it continued at the Superintendent's office.

Approval of Meeting Minutes: Ms. Cheney asked if there were any questions or comments. Hearing none, Mark Geuther moved, Doris Grady seconded approval of meeting minutes for February 21, 2008. An oral **VOTE PASSED: 6/0**

Woodman Park Elementary School:

Financial Report – Woodman Park School: Ms. Verville read into record the total available budget remaining after all expenditures and obligations as of March 13, 2008 is \$421,857.39. Mr. Geuther asked when the credit of \$26,000 would be received; Mr. Bliss said after the boiler is completed which is scheduled for August. A question was raised on if the \$57,000 included the air quality; Ms. Verville said \$29,300 has been encumbered and is showing \$27,850 short, but Mr. Bliss will report on the invoice during the payment of the bills. Mark Geuther moved, Carolyn Mebert seconded to accept the CIP Financial Report. An oral **VOTE PASSED: 6/0**

Approvals:

BPS Pricing for Proposed Canopy: Ms. Cheney thought option 3 was preferred (photos were passed around with the options). Mr. Bardwell asked Mr. Goudreau which one he would recommend for aesthetics and long term maintenance; Mr. Goudreau said #4 looks the best and would go with #4 if the members are not worried about the cost. Ms. Mebert said she thought the members wanted to stay away from using heat tape. Mr. Geuther said he thought heat tape was needed if we had anything that ran horizontally. Mr. McBey said he has concerns with concealed pipes with heat tape. Ms. Cheney said she likes option 3 and asked if we could use a different option for the back. Mr. Bardwell asked what Keith's opinion was; Mr. McBey said it is going against the grain and he's not a big fan of gutters. He also said there is, "No cure all." However, he would go with option 1 because it's inexpensive and if there is a problem with the heat tape, its right there to fix. Mr. Geuther said he doesn't like the concealed pipe in #4. It would look better if the design was modified and feels #3 would be architecturally better with a small change in pitch of roof. Mr. Bliss said all pitch is toward the south and would extend the canopy to hide the pitch (conceal slope), build north and west and open south. Ramp is in different place in back so it doesn't have to cover same area as in front. Option 1 is similar in cost for rear canopy. Mr. Goudreau said they could collect scuppers and send in same direction. Ms. Grady said she thought there was talk about disliking gutters; Mr. Goudreau said it was more for the continuous maintenance of them and



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: Superintendent's Office
 Meeting Date: **Thursday, March 13, 2008**
 Meeting Time: **5:00 pm**

option 3 has no gutters. Ms. Cheney said it is a low roof so there wouldn't be a lot of maintenance. Mr. Bardwell asked what the cost of option 3 is; Mr. McBey said it is \$24,772 for one only. Carolyn Mebert motioned to go with option 1 Doris Grady seconded for further discussion.

Mr. Geuther asked about keeping balls off the roof; Mr. Goudreau said with option 1 balls should go toward the scuppers. Dr. O'Connor asked if they are made of typical aluminum; Mr. McBey said it is commercial, heavy duty aluminum. Ms. Cheney asked Ms. Verville how they were financially; Ms. Verville said this would come out of our contingency. Ms. Weston and Ms. Grady both stated they didn't like option 1; Ms. Weston said she didn't like the heat tape. Ms. Cheney said she likes #3 for the front and #1 for the back. Carolyn Mebert motioned to go with option 1 for the front and back, Ray Bardwell seconded. **Motion Failed: 2/4 (Cheney, Weston, Grady, and Geuther opposed)**

Karen Weston motioned for option 3 in the front and option 1 in the back for a total cost of \$30,472, Mark Geuther seconded. A roll call **VOTE PASSED: 5/1 (Mebert opposed)**

Installation of Additional Outlets & Data Lines for 3 Classrooms: Mr. Bliss said only the power was addressed at the last meeting. He said BPS doesn't have costs for power only and they need the 3 classrooms to get real numbers. The data lines will be left in place cover the power box and are asking for power for 4 computers not to exceed \$2,500. Mr. Mebert asked about buying new computers instead of doing all this work in the wall, which won't be needed for awhile because of the outlet strips being used. Mr. Bliss said they are not in code. Ms. Weston said in her store during checks they don't question the power strips, only extension cords. Mr. Bardwell said Ms. Mebert had a good point and asked if they could find out how much it would cost to buy new computers. Ms. Mebert asked if the money for the computers had to come out of technology money; Dr. O'Connor and Ms. Verville said it didn't, it could come out of CIP monies like the furniture did. Ray Bardwell motioned and Karen Weston seconded to not put in the additional power outlets and to buy new computers. **Motion Passed 6/0**

Asbestos Removal for Boiler: Mr. Bliss said the water boiler has asbestos and the cost for abatement is \$6,000. He stated he authorized to start it and is underway with the containment already built. They are hoping it will be done on March 14 when students are out of the building. Ray Bardwell moved, Mark Geuther seconded abatement for the boiler in an amount not to exceed \$6,000. A roll call **VOTE PASSED: 6/0**

Power Pole in Computer Lab: Doris Grady moved, Karen Weston seconded approval of the power pole in the computer lab and speaker/call button for full intercom connection in the library for a cost of \$3,732. A roll call **VOTE PASSED: 6/0**

Memo dated 3/3/08 – Request for Payment from Rist-Frost Shumway: Attached is an overdue invoice from Rist-Frost Shumway in the amount of \$1,010.13 for the removal of 7 additional parking spaces at WPS after original plan was denied. Ms. Verville said she didn't realize there was going to be an additional fee because they never said there would be. We had a scope, but it changed and the committee didn't plan on changes. Doris Grady moved, Mark Geuther seconded to pay Rist-Frost Shumway in the amount of \$1,010.13. A roll call **VOTE FAILED: 3/3 (Mebert, Weston, Bardwell opposed)**

Payment of Bills:



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Office
Meeting Date:	Thursday, March 13, 2008
Meeting Time:	5:00 pm

- a. Goodwin's Office Product's, see attached invoice list for a total of \$15,772.00 Mark Geuther moved, Doris Grady seconded payment to Goodwin's Office Product's in the amount of \$15,772.00
A roll call **VOTE PASSED: 6/0**. Mr. Boodey said Goodwin's is also doing free work and says they have been very good with their service and prices.
- b. Bonnette, Page & Stone Payment App #10 (Phase 2/3) dated 2/29/08 for \$258,360.48 (\$258,360.48 less retainage of \$12,574.30; amount being paid to Bonnette, Page & Stone \$245,786.18). Doris Grady moved, Mark Geuther seconded payment to Bonnette, Page & Stone for a total of \$258,360.48.
A roll call **VOTE PASSED: 6/0**
- c. Air Quality Experts, Inc. Invoice #022808 dated 2/29/08 – Amount of payment to be discussed: Mr. Bliss said their bill says they're 95% complete; he recommends 80% to make sure the job is completed. The contract included an additional 300 linear feet for hidden pipes. At the end of the summer 200' was removed leaving 100' remaining in linear footage. We are still under the amount built in. Mr. Bliss has spoken with them about the invoice and they said they made a mistake on the invoice and will be sending out a new invoice. Mr. Bliss explained the invoice and said there was an \$18,150 mistake and the bill should not be paid until the new bill is received. Ray Bardwell moved, Karen Weston seconded to deny bill as it is. A roll call **VOTE PASSED 4/2 (Geuther & Grady opposed)**

Approval of up to \$6,000 for RPF Associates Inc. for specifications and subsequent testing relative to the removal of underground fuel tank: Ray Bardwell moved, Carolyn Mebert seconded to approve up to \$6,000 for RPF Associates to help with the specifications and testing for the removal of the underground fuel tank. A roll call **VOTE PASSED: 6/0**

Michael Bliss – Clerk Report: Mr. Bliss said the remainder of asbestos will be removed for the gym during April vacation and is ahead of summer. He also mentioned he did not receive a copy of the wish list that Mr. Boodey had received and said items need to be added with a value i.e. (1) generator in building (2) shelving in large storage room (3) shelving in library. Mr. Bliss said it will cost \$10,229 to install shelves but prices are going up in April and is the reason for the rush. Ms. Mebert asked if any competitive bidding has been done. Mr. Gamache said he's received 2 quotes and one is ridiculously high. Ms. Cheney asked if they are industrial shelves; Mr. Gamache said they are all adjustable and well made. Mr. Bardwell asked if they have looked at commercial vendors; Mr. Bliss said they haven't but can and stated they just want to use the rooms properly. Ms. Verville said she will make a list for the next meeting of wish items.

Mr. Bliss asked to have stage lighting placed on the next agenda for discussion i.e. installing breakers and stage lighting and to have 2 or 3 options. Ms. Grady said a lot of money is getting paid out and asked if there is anything that can wait until after all major items are done. Mr. Boodey said it's easier to do some of these items now while walls are open and it's more organized. Laurie said she will email everyone the list with values prior to the next meeting.

Bonnette, Page & Stone – Progress Report: Mr. McBey handed out the contingency log dated 3/11/08. He stated the dry wall is a big item at \$26,562 and is for wing "A" only and will not be the same cost for wing "B". He did say it's better than anticipated with \$77,668 out of \$200,000 in the contingency fund. Ms.



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Office
Meeting Date:	Thursday, March 13, 2008
Meeting Time:	5:00 pm

Verville said #6, C.O. #1 was originally change proposal #1 that has already been approved and this is a regrouping. Mr. Bardwell asked what he thought the final contingency would be in August; Mr. McBey said possibly another \$50,000. He then stated the catwalks might be another large item with a guess on cost of \$50,000 - \$60,000. Mr. Bardwell said they need to be careful with the budget; he's afraid something big will pop up. Mr. Bardwell then asked what size generator are they looking at and feels they need to know this before making a decision on how much to spend. Karen Weston moved, Carolyn Mebert seconded to approve BPS's progress report. An oral **VOTE PASSED: 6/0**

Other: There were no further discussions.

SAU Office:

CIP Financial – SAU Office: Ms. Verville said the contract for BPS is \$335,200 and includes \$6,000 in allowances for the counter space for curriculum office. The remaining available budget as of March 13, 2008 is \$151,028.01. Ms. Verville said the attorney will review the contract with BPS prior to next weeks meeting. Mark Geuther moved, Karen Weston seconded approval of the CIP report. An oral **VOTE PASSED: 6/0**

Approvals:

Hiring Office Interiors Ltd. as a Consultant for Office Design: Dr. O'Connor said there are too many magazines to go through and it would be to our advantage to have them tell us what we need to order by looking at existing work space. If we go with them, there will be no charge for initial consult and they will then give a proposal. There is \$151,000 left to spend and BPS has few changes, nothing big being added. Ms. Verville said she estimated around \$80,000.00 for partitions, furnishings, copier, and kitchen stuff leaving \$70,000.00 in case it's needed. Mr. Bardwell asked if Goodwin's could do the same thing; Dr. O'Connor said he's not sure if they can at the same level as Office Interiors and he wasn't impressed with the furniture purchased for WPS. Ms. Grady asked if they were high priced items; Ms. Verville said they were moderately priced items. Carolyn Mebert moved, Ray Bardwell seconded to have Office Interiors do the initial consult then proposal. An oral **VOTE PASSED: 6/0**

Pricing for Wainscot in Conference / School Board Room: Mr. McBey said to strike the Wainscot from the proposed changes list, because it was promised during the interview process.

Pricing for Cabinetry & Millwork: Mr. McBey handed out a revised change proposal #1 showing the cabinets and shelving to be added to the copy room and conference room with a corrected cost of \$7,614.00.

Mr. McBey stated Ray Martineau Electric bid on their portion of the project stating they might add outlets etc for a total of \$10,393.00 in proposed changes from BPS. Mr. Bardwell stated that leaves a balance of \$61,000. The flooring costs are all set and Mr. Silver brought samples to leave of greens or blues and variations. These are upgrades over what went in at WPS and will be left with Dr. O'Connor to make the decision. Mark Geuther moved, Ray Bardwell seconded to accept the proposed changes in the amount of \$10,393. An oral **VOTE PASSED: 6/0**

Other:



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Office
Meeting Date:	Thursday, March 13, 2008
Meeting Time:	5:00 pm

Discussion on Light Fixtures & Ceiling Tiles: Dr. O'Connor asked if the ceiling tiles are water soluble; Mr. McBey said they weren't because they look bad. The discussion on the light fixtures has already been discussed and will not be an issue. Mr. McBey said they will be changing the sprinkler heads and that cost is already included.

Next JBC Meeting: The next JBC meeting is scheduled for Thursday, March 27, 2008 at 5:00 p.m. at the Superintendent's office.

ADJOURNMENT: Mark Geuther moved, Karen Weston seconded adjournment of the JBC at 7:05 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

Catherine Cheney/pb

Catherine Cheney, Joint Building Committee, Chair
Joint Building Committee
CC/pb