



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting
 Meeting Location: Superintendent's Office
 Meeting Date: **Thursday, March 27, 2008**
 Meeting Time: **5:00 pm**

MEETING # 47

- A. **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 27, 2008 at 5:05 p.m. in the office of the Superintendent.
- B. **ROLL CALL:** Present were Catherine Cheney, Karen Weston, Doris Grady, Carolyn Mebert, and Ray Bardwell (telephone). Mark Geuther arrived at 5:07 p.m. Also present were John O'Connor, Superintendent; Michael Bliss, Clerk of the Works; Patrick Boodey, Principal, WPS; John Gamache, Facilities Manger; Steve Silver, and Gary Goudreau, of Goudreau & Associates.
- C. **Approval of Meeting Minutes:** Ms. Cheney asked if there were any questions or comments. Hearing none, Ray Bardwell moved, Carolyn Mebert seconded approval of meeting minutes for March 13, 2008. An oral **VOTE PASSED: 5/0**

Woodman Park Elementary School:

- D. **Financial Report – Woodman Park School:** Superintendent O'Connor read into record the total available budget remaining after all expenditures and obligations as of March 27, 2008 is \$375,653.41. Carolyn Mebert moved, Karen Weston seconded, to accept the CIP Financial Report. An oral **VOTE PASSED: 5/0**
- E. **Payment of Bills:** Michael Bliss, Clerk of the Works, stated questions remained regarding invoice #022808, submitted by Air Quality Experts, Inc. dated 2/29/08 for \$34,000. He advised he had contacted the company and they will submit a corrected invoice for payment at the next JBC meeting. Ray Bardwell moved, Doris Grady seconded, to table payment of the invoice until the next JBC meeting. An oral **VOTE PASSED 6/0**
- F. **Michael Bliss – Clerk Report:** Mr. Bliss provided an update on the progress of construction at Woodman Park School He then reviewed the following “wish list” (need list) of items excluded from the original scope of work. He asked the committee to discuss, prioritize, and authorize these items for work to proceed.

	<u>Cost Estimate</u>
a. Canopy Work (East & West Side)	\$25,000
b. Battery Backup for Intercom/Power Outages	\$2,000
c. Patch leaks in boiler room.	?
d. Generator	\$100 to \$125,000
- Designated circuits for backup power?	
- Conduits, Concrete Pad, Fencing?	
- Diesel or Gas powered?	
e. Abatement of HW Boiler Room Seams	\$7,500
f. Paint Gym and Lobby Corridors	?
g. Corridor Coat Hooks	?
h. Hallway Magnetic Door Releases	?
i. Two Additional Roof Ladders	?
j. Library Speaker/Call Button	\$1,500
k. CCTV Service to Tel/Data Room	\$4,500?



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- l. Security Pad at Door Out –E6 ?
- m. Computer Lab Electrical and Data Wiring for 6 Additional Rooms ?
- n. Window Shades ?
- o. Storage Shelves and Cage in Rooms E033 & E001 \$10,200
- p. Stage Lighting \$15,000
- q. Teacher Tables, Student Desks, North Wing \$10,000

Committee members discussed possible options for a backup generator at the school. They also directed Mr. Bliss to obtain more information and firmer costs for all items to bring to the committee at the next JBC meeting. Mr. Bliss advised he will review the items with BPS to get firmer costs to discuss at the next meeting. Committee members asked the Superintendent if any other Dover schools have a backup generator installed. Dr. O'Connor reported a backup generator was installed at Dover Middle School and he believed at a cost of approximately \$100,000. Mr. Geuther noted some of the items on the wish list had already been discussed and funds were encumbered. Those items should be removed from the list prior to the next meeting.

G. Other: There were no further discussions.

SAU Office:

H. CIP Financial – SAU Office: Superintendent O'Connor read into record the total available funds remaining after accounting for all expenditures and obligations of the Design Build Budget is \$140,992. He then read into record the total available budget remaining after all expenditures and obligations as of March 27, 2008 is \$476,451.39. Carolyn Mebert moved, Ray Bardwell seconded, to accept the CIP Financial Report. An oral **VOTE PASSED: 6/0**

I. Other:

Consider Renovating 4 Additional Rooms on Third Floor: Dr. O'Connor reported he had spoken with City Administrators to discuss the possibility of the SAU taking over an additional 4 rooms on the third floor of the McConnell Center. The purpose of the four additional rooms would be to house a TV studio for student broadcasting and a meeting area (televised) for School Board meetings. The rooms would become a part of the SAU office with first use designated to the School Board. An additional bonus to developing these spaces for this use would be a 40% return on construction costs from the state to be paid over 20 years.

The cable company's new contract with the City was negotiated with a requirement for them to provide two television studios, one at the high school and one in the McConnell Center. Subsequent to those negotiations, additional programs have been added to the Career Technical Center curriculum, and space may no longer be available to house a broadcasting studio.

Board members presented the Superintendent with many questions including:

- a. Contract was negotiated with Comcast citing Dover High School as a specific location for a student broadcast studio and that is what was "sold" to the community. There were concerns that this agreement should not be changed because the council approved transmitting from the schools.
- b. What would be the cost of leasing this additional space?



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- c. Shouldn't the SAU be able to rent the spaces for community use much like currently done with school spaces?
- d. If the state contributes 40% of the construction costs, can the spaces be used by the community?

The consensus of the committee was to have the Superintendent work on a proposal to present to the JBC at its next meeting. The proposal is to include a comprehensive financial package. The Superintendent agreed he would do so.

Update on Electrical/Data Work: Dr. O'Connor reported that Dover High School electrical trade students were currently installing data and voice cable in the SAU at the McConnell center as part of their course work. Martineau Electric has almost finished installing all other electrical work. He added that he and Mr. Bliss had toured the office spaces with the electricians and modified the original plans, adding electrical outlets and deleting some voice and data drops as appropriate, to ensure the office has sufficient electrical service. This may incur additional cost, but that is yet to be determined.

Furnishings Update: The Superintendent reported he was working with Goodwin's Furniture and Office Interiors pricing office furniture for the SAU. He stated his goal is to find the "best quality for the best price," as this furniture will be in use for many, many years to come. He added the probability would be orders will be split between the two companies (Office Interiors holds the State Bid for Furniture) using these criteria in making decisions. Ms. Weston asked the Superintendent whether the SAU would be utilizing an office designer. Dr. O'Connor stated his belief this would not be necessary for the SAU, and that company representatives had met with him to review the existing spaces and then made suggestions based upon his requirements. Committee members asked the Superintendent to share future findings with the City Manager as it may be useful for ordering furniture for the City offices when City Hall is renovated. Dr. O'Connor noted he had spoken with Mr. Joyal regarding this and would continue to do so.

J. Next JBC Meeting: The next JBC meeting is scheduled for Thursday, April 17, 2008 at 5:00 p.m. at the Superintendent's office.

K. ADJOURNMENT: Karen Weston moved, Doris Grady seconded, to adjourn the JBC meeting at 6:10 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

Catherine Cheney/pb

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