



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Woodman Park School Library
Meeting Date: **Thursday, August 28, 2008**
Meeting Time: **5:00 pm**

MEETING # 57

- 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, August 28, 2008 at 5:00 p.m. at the Woodman Park School Library.
- B. ROLL CALL:** Present were Catherine Cheney, Karen Weston, Doris Grady, Carolyn Mebert, Mark Geuther and Ray Bardwell. Also present were John O'Connor, Superintendent; Laurie Verville, Business Administrator; Michael Bliss, Clerk of the Works; Patrick Boodey, Principal, WPS; Gary Goudreau, Goudreau & Associates; and Keith McBey, BPS.
- C. Approval of Meeting Minutes:** Ms. Cheney asked if there were any questions or comments. Hearing none, Carolyn Mebert moved, Ray Bardwell seconded approval of meeting minutes for August 14, 2008. An oral **VOTE PASSED: 6/0**

Woodman Park Elementary School:

- D. Financial Report – Woodman Park School:** Ms. Verville read into record after all obligations to date and the consideration of the \$50,000 being held back the total available budget remaining as of August 28, 2008 is \$69,615.16. Ms. Weston asked if that included the \$30,000 from PSNH; Ms. Verville said it wasn't, but had it on the agenda for further discussion. Karen Weston moved, Ray Bardwell seconded to accept the CIP Financial Report. An oral **VOTE PASSED: 6/0**
- E. Approval of Payments:**
- School Furnishings, Invoice #21982-1 dated 8/19/08 for \$8,462.90: Ray Bardwell moved, Doris Grady seconded payment to School Furnishings in the amount of \$8,462.90. A roll call **VOTE PASSED: 6/0**
- F. Follow-up on formal approval for “Little Green Wave” gymnasium artwork-\$2,750.00:** Ms. Verville said at the end of the tour at the last meeting there was a consensus at looking to have artwork done in the center of the gym floor. Mr. Bliss and she have been working with BPS on the specs and who to get to do the work. Mr. McBey said he was told \$2,750 was a good number, but they are currently looking for the right format. He said one of the PDF files was good and one company was not happy with the different colors. He said if the silk screening doesn't work we could try to find a local artist. Ms. Mebert asked if they've looked at a high school student to do the artwork; Mr. McBey said he hasn't. Ms. Grady asked if they are going to be spending \$2,750 for artwork does that mean there's enough for a stage curtain; Ms. Verville said there is enough. Mr. Bardwell asked what they were looking at for the artwork for the floor; Mr. McBey said there were 2 logos and they were leaning more towards the one that was recently redesigned. Ray Bardwell motioned to use the logo that is on the agenda page versus either of the “Green Wave” logos; Carolyn Mebert seconded. An oral **VOTE PASSED: 6/0. (Record Note:** Chairperson Cheney asked for a show of hands to expend money for artwork.) Ms. Cheney asked if Woodman Park had a mascot and if so, what it was. Mr. Boodey said it used to be Woodman Woodchuck, then after a fire safety program it was Safety Sam, but this year it's a female student so it will be Safety Samantha. Dr. O'Connor said within the last 3 years they have gone to the “Green Wave” logo. Mr. McBey said they could use yellow to outline the letters, Green for the letters and white for the foam.



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G. Request Appropriation not to exceed \$3,200.00 for Clean Harbors: Ms. Verville stated the district has used this company before for disposal of items and they were also the low bidder for S.E.S. She stated Mr. Bliss came up with figures to the best of his ability. Mr. Bliss said there is a fixed cost for the disposal; however, they don't know what they will find when they do the kill switch. If there are PCB's, there will be an additional cost of \$350. He mentioned there is oil in the soil in the boiler room floor, which will also be taken care of. Karen Weston moved, Carolyn Mebert seconded approval of Clean Harbors with an amount not to exceed \$3,200. A roll call **VOTE PASSED: 6/0**

H. Michael Bliss – Clerk Report: Mr. Bliss said the damaged curb has been cut out and put back in; which Cyn Environmental agreed to pay. A rep from Cyn Environmental was at the school and looked at the damage with the paving company and Boulanger Paving said they could fix the area for a total of \$2,800 and the person from Cyn phoned their paving company and was told to go with Boulanger. Mr. Bliss said he spoke with Jim Cameron from Boulanger who stated he didn't trust Cyn to pay and asked if he could count on the school district to pay. Mr. Bliss said he gave Jim a verbal that they would make sure he got paid. He stated Shelly from Cyn Environmental spoke with Ms. Verville and was saying the school district was trying to get curbing fixed that was already damaged. He said he has before and after pictures and it shows that Cyn did the damage. Ms. Verville said she asked Shelly for an invoice but has no commitment yet. Ms. Mebert asked if they had any recourse if they didn't pay the bill; Ms. Verville said the district hasn't paid the bill for Cyn Environmental. Dr. O'Connor asked what Mr. Bliss is looking for. Mr. Bliss said he agreed verbally to pay Boulanger Paving because it needed to be done quickly where school was starting in a couple of days. Dr. O'Connor asked if they could put the company on notice; Mr. Bliss said paving was part of Cyn's contract. Mr. McBey said they should check with contractor to see if Cyn was on site; Ms. Verville said Shelly did admit she wasn't on site until the second week in August. Ray Bardwell motioned to back Mike Bliss and pay Boulanger Paving; Carolyn Mebert seconded. A roll call **VOTE PASSED: 6/0**

Mr. Bliss said the second item was the bus loop and parent pick up and drop off. He said it was a new system and some parents are dropping off at the side of the building or they park down near his trailer and walk the kids up to the front of the school and there isn't a sidewalk on that side of the building and is not safe. He would like to see a walkway on the side of the school. He would also like to add signs, paint directional arrows and a cross walk or put in some sort of speed bump for the area where students have to cross to get to the playground. Mr. Goudreau asked if the city plows the parking lots; Mr. Bliss said they do and a speed bump could be an issue. Ms. Verville mentioned planning would get involved if a speed bump was to go in. Ms. Cheney asked about rumble strips and if that could be affective; Mr. Bliss said it could be if they were placed far enough back from the crosswalk. He said they could have it set back 60' with a prominent sign stating there was a crosswalk ahead. Mr. Goudreau asked if there was a stop sign at the top; Mr. Bliss said there was, but he has noticed parents trying to sneak in the wrong way. Dr. O'Connor asked Mr. Bliss to come back with numbers for these items for the next meeting.

Mr. Bliss said he had a complaint from a teacher about the air in her room and said that she was getting sick. He said he has asked for Air Quality to come back and do a walk around test sometime next week to test that room and areas around the room. Ms. Cheney asked if it was in the new area; Dr. O'Connor said it was in the "A" wing. Mr. Boodey said they have to find out how much air is going through because



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each time he's been down there he hasn't felt any air circulating. Mr. Bliss said when he went in the room around 4 p.m. today, he didn't feel anything moving around; but Cooper said it was working well.

Mr. Bliss said a couple small items was the finish on the light well walls where they could upgrade the paint quality or another idea is to sandblast the paint off and leave it as is. He said any painted surface will peel again. Ms. Cheney asked about putting board on the walls; Mr. Bliss said they talked about that but it would cost a lot of money to go that way. Mr. Goudreau said they could go with long term finish paint on aluminum. He said he will look at materials and give a list to Mr. McBey for numbers. Doris Grady motioned to leave items with Mike Bliss, Gary Goudreau and Keith McBey to get back to the committee with numbers for the items talked about tonight; Ray Bardwell seconded. An oral **VOTE PASSED: 6/0**

I. Bonnette, Page & Stone – Progress Report: Mr. McBey said most of the effort now is in the details and Dr. O'Connor pointed out a couple of things that need to be fixed. The boiler room has 4 people working hard to get it working in 2 weeks. They're finalizing items and the city has given temporary C.O. and as soon as the mechanical and electrical is finished they will have a permanent C.O. Ms. Verville asked if he had the contingency numbers; Mr. McBey said he didn't but would in about a month's time after things have been finalized.

J. Other:

- a. Rebate in the amount of \$30,000 due from PSNH: Ms. Verville said the attachment was a brief report. She stated this started in the later part of 2006 with a meeting with Ted Lempka and PSNH. Mr. Goudreau got involved because RFS was not working with us for needed information to get to PSNH. Paul Lantini and Mike Bliss went through the building to record types and numbers of fixtures throughout the entire building. She told Mr. Bliss she appreciated the time he put in to get the information. Ms. Verville said she met with the account rep from PSNH earlier today and signed the papers and she should be receiving a check in the amount of \$30,000 sometime next week. Mr. Bliss said the amazing thing was PSNH came to the school to help with what they needed for the paperwork. Ms. Verville said in the future working with engineers, we will need to know items not included in the pricing. Mr. Goudreau said when he looked over the information; he did not notice that it was stated at the end of the contract.

Ms. Grady said at the last meeting they were going to get a figure for the stage curtain and asked if that was something they were still going to do. Ms. Verville said she is working on getting figures. Mr. Bardwell asked if the curtain currently met code; Mr. Bliss said it doesn't. Ms. Grady said at the last meeting when the stage curtains were mentioned, Mr. Bliss had said the stage lighting hasn't been done and was wondering why. Mr. McBey said there is a 6-8 week lead time and that is why the lighting has not been done yet.

Mr. Geuther said at the last meeting they were looking for additional pricing for furniture; Ms. Verville said she is working on that. Mr. Boodey said he has it set up where the teachers need to convince everyone in the building that it's needed and that it's not good enough to put in a classroom. He also said looking at items in a catalog sometimes the product is not what it looks like and could be poor quality. Ms. Weston asked how cataloging the furniture in storage went. Mr. Bliss said Mr. Boodey put in a 12 hour day to get it started and there is still more to do. Mr. Boodey said the art room has some tables with sharp edges that he would like to see replaced and



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that he was contacting other schools to see if there is anything they could use that's in the storage container. Mr. Geuther asked if they were going to be getting prices on chairs for assemblies. Dr. O'Connor said Ms. Verville and he were working on it. Ms. Grady asked if there was anything on a price for the roll out floor protectors. Ms. Verville said she is looking at it and it will be done as a bid.

SAU Office:

K. CIP Financial Report – SAU Office: Ms. Verville read into record the total available funds remaining after obligating monies for reinforcing the storage joists, the total available budget remaining as of August 28, 2008 is \$27,638.38. Ms. Weston asked if they were done at the SAU office; Ms. Verville said they are not done. She had to stop the bidding price for the shelving for the curriculum storage area until the floor was done. At this time they have found a few cabinets that are on the right hand side of the room when you walk in that will suffice for now. Ms. Grady said she thought all the shelving was purchased and brought in. Dr. O'Connor said it was for the storage area with the concrete floor. Ray Bardwell moved, Carolyn Mebert seconded approval of the CIP Financial Report. An oral **VOTE PASSED: 6/0**

L. Approval of Payments:

- a. School Furnishings, Invoice #21982-3 dated 8/19/08 for \$186.00: Ray Bardwell moved, Doris Grady seconded approval of payment to School Furnishings in the amount of \$186.00. A roll call **VOTE PASSED: 6/0**
- b. School Furnishings, Invoice #21982-2 dated 8/19/08 for \$1,584.10: Ray Bardwell moved, Carolyn Mebert seconded approval of payment to School Furnishings in the amount of \$1,584.10. A roll call **VOTE PASSED: 6/0**
- c. Goodwin's Office Products, Invoice #518336 dated 6/24/08 for \$3,120.00 (Invoice #518336 for \$5,472.00 less credit invoice of \$2,352.00 for a total being paid \$3,120.00): Ray Bardwell moved, Mark Geuther seconded approval of payment to Goodwin's Office Products in the amount of \$3,120.00. A roll call **VOTE PASSED: 6/0**

M. Other: No other information was discussed.

N. Schedule next JBC Meeting: The next JBC meeting is scheduled for Thursday, September 18, 2008 at 5:00 p.m. at Woodman Park Elementary School in the library.

O. Adjournment: Ray Bardwell moved, Karen Weston seconded to adjourn the JBC meeting at 6:05 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

Catherine Cheney/pb

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