



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting
Meeting Location: Superintendent's Conference Room
Meeting Date: **Tuesday, October 21, 2008**
Meeting Time: **5:00 pm**

MEETING # 60

- 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 Tuesday, October 21, 2008 at 5:34 p.m. at Superintendent's office conference room.
- B. ROLL CALL:** Present were, Catherine Cheney, Karen Weston, Carolyn Mebert, Doris Grady, Mark Geuther and Ray Bardwell. Also present were John O'Connor, Superintendent; Laurie Verville, Business Administrator; Michael Bliss, Clerk of the Works; Patrick Boodey Boodey, Principal, WPS; Gary Goudreau, Goudreau & Associates; and Keith McBey, BPS.
- C. Approval of Meeting Minutes:** Carolyn Mebert moved, Ray Bardwell seconded approval of meeting minutes for October 2, 2008. An oral **VOTE PASSED: 6/0**

Woodman Park Elementary School:

D. Acknowledge emails:

- a. Dated 10/06/08 regarding number of outlets in the computer lab
- b. Dated 10/16/08 regarding rebate from PSNH

Ms. Mebert said she was curious where the outlets came from because she recalls having a discussion to have more outlets but doesn't recall having approved putting them in. Mr. McBey said the outlets were paid out of contingency money. Mr. Goudreau said he recalls the committee saying no to the classrooms but not the lab. Ms. Mebert said she was just surprised because she thought they were buying new computers for the lab. Ms. Cheney said she recalls asking the quantity be cut back. Mr. Goudreau said he recalls talking about the 16 classrooms and new computers for the classrooms, not the lab. Mr. McBey said he recalls talking about the "B" wing not the "A" wing. Ms. Mebert said she remembers the conduits, data lines, etc. was going to cost \$800 per line to install and they discussed buying new computers versus doing outlets. Mr. Geuther said he was surprised as well by the email but believes there are 2 locations. He remembers the City was not pleased with the electrical cords being used for the computers in the classrooms and believes they talked about new computers then. He also said there were several things paid out of BPS's contingency the committee didn't approve. Ms. Grady asked if Peggy could go back in the minutes and for what really happened and advise the JBC members. Mr. McBey said he knows this is on his side of the contingency and he can chase down to find out the explanation why they were put in. Ms. Mebert said she thought Chris Roberge was ok with computers in the lab, but he didn't say anything about the classrooms. Mr. Bliss said the fire department had concerns that were negative about the number of outlets in Phase 1 in the classrooms. The fire department said they were okay with multi strips but couldn't use extension cords. A decision was made not to spend the money on the additional strips in the classrooms. Mr. Boodey said he took Mr. Roberge to the lab only and not to the classrooms per the JBC. He asked said he really couldn't say if anything else was added and if so what was done and when. Mr. Geuther said there are two different issues; he recalls the new computers for the classrooms and not the lab. Ray Bardwell moved, Karen Weston seconded approval of emails. An oral **VOTE PASSED: 6/0**

- E. Financial Report – Woodman Park School:** Ms. Verville reported that after the encumbered costs for the folding chairs and floor covering, the rebates from Northern Utilities and PSNH in the amount of



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\$56,688 and \$50,000 from contingency monies per the JBC's request the total available budget as of October 21, 2008 is \$63,163.03. Ray Bardwell moved, Carolyn Mebert seconded to accept financial report. An oral **VOTE PASSED: 6/0**

F. Approval of Payments:

- a. Cantwell Excavating, LLC – Installation of 180' Guardrail: Invoice Amount \$4,700:
- b. Cantwell Excavating, LLC –Extra Striping & Lawn Repair: Invoice Amount \$1,590.00:
Ms. Mebert said she only saw one obligation; Ms. Verville said that was correct. At the last meeting Mr. Bliss brought to the committee attention the need for additional striping and repairing the lawn where the storage trailer was. Mr. Bardwell asked if the divots were repaired; Mr. Bliss said they were. Ray Bardwell moved, Carolyn Mebert seconded approval of payment to Cantwell Excavating LLC for a total amount of \$6,290.00 for the two invoices. A roll call **VOTE PASSED: 6/0**
- c. Boulanger Paving, Inc. – Grade & Pave Sidewalk: Invoice Amount \$1,400.00 (Amount to be deducted from Cyn Environmental invoice): Mr. Geuther asked if Ms. Verville was anticipating Cyn Environmental to balk at this bill. Ms. Verville said she sent 3 emails, the last one this Wednesday. She knows they have received all 3 emails and that they were read, but she has never received a response. She also said the manager was put on notice regarding the work that needed to be done. Mr. Bardwell asked if she would take it out of retainage; Ms. Verville said it would be taken off the top. Carolyn Mebert moved, Ray Bardwell seconded approval of payment to Boulanger Paving, Inc. in the amount of \$1,400. A roll call **VOTE PASSED: 6/0**

G. Other Approvals: NONE

H. Michael Bliss – Clerk Report:

- a. Discussion & Progress Report for Window Repair: Mr. Bliss said there are two kinds of balances. Mr. Bliss said the rep, Mike; from Pro-staff and he had a long discussion. He spoke with Mike again and he was told Mike would be buying the parts directly from the manufacturer. The cost for block & tackle replacement is \$115 per window based on 115 windows for a total of \$13,225.00 with a 10 year warranty. The other is to put in Ultra Lift balances at \$160.00 per window for a total of \$18,400.00 with a 5 year warranty. He said the Ultra Lift will make it easier to lift the window. The current lift put in by NH Glass he believes there was no attention given to placing the clip and it is making noises. Mr. Bardwell asked if the clips were exposed to being damaged. Mr. Bliss said the clips will be on the inside of the sash and won't be seen from outside. Ms. Mebert asked what the difference was with the Ultra Lift; Mr. Bliss said it uses a spiral spring and there are some modifications are needed. Mr. Bardwell asked Mr. Bliss what he would put in his home. Mr. Bliss said he asked the rep and he said he's used the block and tackle on heavier windows than what WPS has. Dr. O'Connor asked what the person from NH Glass said; Mr. Bliss said the person from NH Glass said nothing. When the tech came to put in the "sample" block & tackle he was given an hour to drive from Portsmouth, install the system in the window and drive back. Dr. O'Connor asked who gave the 10 year warranty. Mr. Bliss said Pro-staff is getting the parts directly from the manufacturer; Caldwell's is backing the product. Ms. Verville said there's a 5 year versus 10 year warranty on product, does he know if there is a warranty on labor; Mr. Bliss said he didn't. Mr. Geuther asked how he found out about this manufacturer and



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if Caldwell's was the original manufacturer of the windows. Mr. Bliss said the rep looked for the Caldwell mark on the windows and couldn't find anything. Mr. Boodey said the block & tackle failed before in almost every window and asked if it was smart to do the same thing. Mr. Goudreau said the ones that failed were a different manufacturer and Caldwell might be a better product. Dr. O'Connor asked what product NH Glass put in; Mr. Bliss said Ultra Lift. Dr. O'Connor asked if he could find out how much they would charge and see if they are the same product. Ms. Weston asked why we would go with a company who gave an hour to install a product that could produce more business. She feels they didn't want to be bothered putting the product in. Mr. Bardwell asked if they were able to find any track record on the correspondence. Dr. O'Connor said he talked with Dennis Bentley and he doesn't recall anything on the windows. Dr. O'Connor said he went back on claims to see if there was anything and there were only a couple reported incidences of wrenched backs from trying to open the windows. Mr. Bardwell asked what the life expectancy is for the windows. Mr. Goudreau said if he had the specs he could probably figure it out. Dr. O'Connor said the original windows that were replaced were at least 45 years old. Mr. Goudreau said the Ultra Lift might be a newer product therefore it doesn't have the track record for a longer warranty. Ms. Cheney asked if Mr. Bliss was looking for a direction from the committee; Mr. Bliss said he was. Ray Bardwell moved, Carolyn Mebert seconded to approve the type, Category 1-block & tackle. A roll call **VOTE PASSED: 6/0**

Mr. Bliss asked if they were approving to move ahead to fix the windows; Ms. Cheney said it was just approving what product the committee would prefer. Mr. Bardwell asked if there was anyone else who they could contact to get a quote from so they can compare figures. Mr. Bliss said they were the only one he found who specializes in this type of repair. Ms. Grady asked if there was another company in Portsmouth; Dr. O'Connor said it was NH Glass. Mr. Bliss reminded the committee that NH Glass ordered the lift back in 2006 and lost it and he spent a lot of time to get them back out to install it like they said they would. He said that Mike from Pro-staff specializes in fixing already installed windows where installers don't want to fix windows. Mr. Bardwell asked if we shouldn't show another price where we are expending a large amount of money. Mr. McBey said they had a verbal quote from NH Glass of \$150.00 for the Ultra Lift. Mr. Bardwell asked if they called Caldwell, would they have a list of people who could do this. Mr. Bliss said they usually don't sell product like this, but where Pro-staff has done business with them in the past, they made an exception. Ms. Cheney asked if the committee wants to get another quote. Ms. Mebert asked if there was a time frame to get it done. Mr. Bliss said there wasn't; Mr. Boodey said he would like it done during warmer weather if they had to take the windows out. Ms. Verville advised to get another quote. Mr. Geuther asked who recommended Caldwell; Mr. Bliss said Mike from Pro-staff because he has worked with them before. Mr. Bardwell moved, Carolyn Mebert seconded to investigate getting one more price. An oral **VOTE PASSED: 6/0**

- I. **Bonnette, Page & Stone – Progress Report:** Mr. Bliss said they should be out by October 31st. He spent the last couple of weeks grinding out the numbers from Phase 1 to today. There are a couple of open items that need to be discussed. At this time the amount remaining in contingency is \$43,629.00 and under budget. The first item he needs to bring up is the mezzanine on the second floor. The fire department has asked they put lighting in the egress; the cost would be \$5,584. The second item was for reprogramming the fire alarm panel with room location; the original cost was \$1,300 and he has talked them down to \$650. Mr. Boodey said the way the screen is currently set up he has no idea where something is if an alarm goes



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off and doesn't want to have to go through 5 books to find out what the code is. Ms. Mebert said the fire department was okay with the initial setup; Mr. McBey said they were but has looked at it closer and would like to see something easier to read. Ms. Mebert said if you wanted it to say RJ3 duct located at a certain area it takes a tech to reprogram the system; Mr. McBey said it does. Ms. Grady said it should be done for the safety of the kids. Mr. McBey said he didn't know if the committee wanted him to take a hard line to get it down lower or for zero; or did they want to pay the \$650. Mr. McBey said a lot of times when the fire department comes back they will see something else they don't like and want fixed. Ms. Mebert said it was only reasonable you have a panel you can read. Ray Bardwell motioned for Mr. McBey to go back and see if he can get a better price, Mark Geuther seconded. Mr. McBey then asked about the lighting in the egress for \$5,584. Mark Geuther moved, Carolyn Mebert seconded to approve the additional lighting in the egress for \$5,584.00. A roll call **VOTE PASSED: 6/0**

Mr. Goudreau said when they do renovations the code is at the minimum and the fire department has the jurisdiction to go back and change anything and go above the code minimum. Mr. Bliss said the fire department requested washer/dryer circuit in the boiler room be changed out at a cost of \$966. He said it was absorbed into the contingency money.

- J. Other:** Mr. Boodey said he had a hard time finding a date when people were available. He chose the name Renovation Celebration to go on the invitation and is asking for feedback and input from the JBC members. He went back to look at other information done on WPS for historical accuracy. He also did a special thanks to some of the sub-contractors, he has Dr. O'Connor as a speaker and asked Ms. Cheney if she would be a speaker as chair of the JBC; Ms. Cheney said she would. He said they have post cards they are selling for \$2.00 each and aren't planning on selling a lot. He wanted to let the committee know the curtain will not be up on November 3rd. Ms. Cheney advised Mr. Boodey the mayor's last name is spelled 'Myers'. Mr. Bardwell asked if he could put the names of scheduled speakers and then put others to be announced. Mr. Boodey said he doesn't know the political realm and what should be done. He has a list of previous JBC members and is going to hand deliver and mail out the invitations. He would like to have Mr. McBey stand up and say a few things. Ms. Grady said he could talk about the fun the kids had at the beginning with their hard hats and asking questions and about the things they found. Ms. Cheney asked if he had any photos of the adventure; Mr. Boodey said Laura Horan, the librarian and he have a lot of pictures and she's going through and putting together a slide show of the ones she likes so they can play it on a screen. He has a huge faculty buy-in for the open house. He said this is a working document and welcomes any and all feedback. Mr. Geuther suggested listing the top 3 only and then put special thanks to the following. Ms. Verville asked if members could get back to Mr. Boodey by Thursday. Mr. Goudreau suggested adding the contractors for the mechanical and electrical where it was completely updated. Ms. Verville asked about the dedication plaque. Mr. McBey said that was Mr. Goudreau's and his responsibility and asked if he could get a list of past JBC members to put on the plaque.

SAU Office:

- K. CIP Financial Report – SAU Office:** Ms. Verville stated the total available budget as of October 21, 2008 is \$27,254.50. Ray Bardwell moved, Carolyn Mebert seconded, to accept the financial report. An oral **VOTE PASSED: 6/0**



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L. Approval of Payments: NONE

M. Other Business: Mr. Geuther asked how much was spent on the signs for the SAU office; Ms. Verville said \$680.00 and that the members had already approved the expense. Mr. Geuther said he was expecting something different than what is up on the walls and said he didn't care for the way it came out.

N. Schedule next JBC Meeting: The next JBC meeting is scheduled for Thursday, November 13, 2008 at 5:00 p.m. at the Superintendent's conference room.

O. Adjournment: Ray Bardwell moved, Carolyn Mebert seconded to adjourn at 6:50 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

Catherine Cheney/pb

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