



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Superintendent's Conference Room  
Meeting Date: **Thursday, July 23, 2009**  
Meeting Time: **5:30 pm**

### MEETING # 71

- A. CALL TO ORDER:** A meeting of the Woodman Park Elementary School Addition & Renovations and Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, July 23, 2009 at 5:30 p.m. at the Superintendent's office in the conference room.
- B. ROLL CALL:** Present were, Catherine Cheney, Karen Weston, Doris Grady, Mark Geuther and Ray Bardwell. Also present were John O'Connor, Superintendent; Malcolm Forsman, Principal-HSS; Keith McBey, BPS; Jim Kimball, BPS; David Goldsmith, Teacher HSS; Dennis Mires, Dennis Mires Architects; John Urdi, Dennis Mires Architects; Rob Garon, IT Specialist-Dennis Mires Architects; and Leslie Modica, Forster's. Absent were Carolyn Mebert and Laurie Verville, Business Administrator.
- C. Approval of Meeting Minutes:** Ray Bardwell moved, Karen Weston seconded approval of meeting minutes for July 9, 2009. An oral **VOTE PASSED: 5/0**

#### Woodman Park Elementary School:

- D. Presenter: Dana Lynch, P.E. with an Update on CivilWorks Progress – Boiler Room Project:** Mr. Lynch said they have completed the topo and survey around the school. He stated the test pits that were done were not revealing as to what the issue might be. It was evident a lot of the water coming into the basement is probably ground water because it sits 8' below the adjacent wetlands area and it's only 2' higher than the lowest point of the property. He stated they took the grades outside and has come up with two options. Additional changes to the site were made with the location of the transformer pad and there are other problems for leakage. He said Mr. Goudreau previously suggested digging a trench around the foundation and put a barrier around it, but they have found 2 water lines, a gas line, and high voltage power lines. Going down and around the foundation with the lines just mentioned would be a major undertaking. (**RECORD NOTE:** Carolyn Mebert arrived at 5:40 p.m.) Mr. Lynch said he would like to attack the issue from the inside by saw cutting the floor and cutting a trench along the westerly wall and along the northerly wall to a sump pump that would have alternating pumps. He would also like to do the same on the north east corner with a shorter trench. They would have a 1"-2" pipe going up the wall and out of the building. Question is pump the water to where? His first thought was to go out to Towle Avenue's storm drain. They priced it out and came up with a cost of \$50,000; \$30,000 is for the interior work that includes cutting the concrete, contractors, protecting the new equipment, etc. and \$20,000 to do the work from the building to Towle Avenue. He stated this is Option A and stated this did not include the other water issues outside. He said the north side in the winter doesn't get a lot of sun and with the snow and ice build up, it melts in the spring and you end up with a good reason for leaks. The surface water on the north side, the grading goes down to the building and gets into the utilities and cold joints because it's 3'-4' below ground surface. He would like to create a swale and dig a drainage ditch towards the bus area and while the ditch is still open, he would like to put a sealant on the foundation and put an under drain in the ditch so water can be cut off. To get the water to the catch basin, they would have to dig across some of the ground and sidewalk and re-grade so catch basin can pick up. Another area is in the back he would like to put several yard drains in where the area is only 4" above ground. He has seen evidence of puddles forming and rising up across the sidewalk. During the winter this is a safety issue because of freezing. Plan B, he would like to put in small shallow drains and run it across the parking lot to the low area. The interior would still have the same work as mentioned above the only difference would be they wouldn't



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have to cut across the school and road to get to the drain on Towle Ave. Mr. Geuther asked if this was all going out to new and not being tied into anything now. Mr. Lynch said it is all new and the estimated cost is \$70,000. He said his opinion is the second option he gave is a more preferable plan. The pumps he's proposing can be tied into the backup generator, there's allowance for the electrical and it won't require a lot of maintenance. The next step is to design it fully and put the specifications together with the plans and he would like work on this next week. Ms. Weston asked what the life span of the system was where it would be running 24/7 and what the replacement cost would be for the unit. Mr. Lynch stated he didn't think the pumps would run 24/7 where the water is currently trickling in. The pumps would run intermittently and he is suggesting the Mires pump, which has a life span of 10 years at a cost of around \$1,000 per pump; the overall cost of the 2 pumps, installation, delivery etc. will be around a \$6,000 investment. Mr. Bardwell asked if they need to get discharge permits from DES. Mr. Lynch said he has a meeting with Doug Steele tomorrow and will talk to him about it. He said he didn't think it would be a problem where it's ground water and during storms, surface water goes there anyways. Ray Bardwell motioned to go with Plan B to go out to bid and to prepare the specifications and plan to start as soon as possible; Doris Grady seconded. Ms. Grady asked if the total cost was \$70,000 and asked how much they still had in the project. Dr. O'Connor said there was approximately \$106,000 remaining. Mr. Bardwell said this is a good way to wrap up the project and take care of the issue. Ms. Cheney asked if there were unforeseen additional costs. Mr. Lynch said they would need to put loam and seed where disturbed. He stated he saw pavers out the other day and said they shouldn't disturb anything they just paved. The only fly in the ointment might be he hasn't been able to find in the original documents with the size of the footing. He stated he is comfortable they have enough leeway to dig. Mr. Bliss said he was the one who drilled the holes in the basement and said the concrete was about 8" thick. Mr. Geuther asked if the amount they previously approved to CivilWorks included going out to bid. Mr. Lynch said it includes the specifications and plans to give to the school department to go out to bid. A roll call **VOTE PASSED: 6/0**

### Horne Street Elementary School:

- E. CIP Financial Report – Horne Street School Project:** Dr. O'Connor stated the total available budget as of July 23, 2009 is \$4,080,882.12. Karen Weston moved, Mark Geuther seconded to accept the CIP financial report. An oral **VOTE PASSED: 6/0**
- F. Presentation of Bonnette, Page & Stone:** Mr. Mires stated he would like to review the plans before Mr. McBey went over his numbers. He stated since the last meeting, he has been working with Mr. McBey and staff to try and get firmer numbers. He said they went with 4 additional classes and toilets with an alternate of 6 additional classrooms. This will give 5 classes for grades 1-4 in that wing. They will renovate the existing student toilet rooms because it's important to build in for capacity and location. They will renovate the staff toilets for the women. Kindergarten will move to the current first grade wing where there are toilets already in the rooms. This will leave space to move SPED, reading and health into the remaining classrooms if they want. Renovate the library and computer lab and take the wall down that separates the two to keep all one area. Music and art will move to where kindergarten was. Administration stays up front with additional square footage amount showing 2,400 sf, which includes the canopy. They would expand the waiting area with the reception; there will be a window service area. Principal's office would increase to include space for a desk, book shelves, file cabinets, and table for small meetings; there would be space for guidance and a nurse suite with a toilet and bed space. The space would also include a work room with counter space and room for a copier and a conference room that could accommodate 10-



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12 people with side storage for larger activities. He said the plan represents the changes discussed at the last meeting. Mr. Geuther asked about the lines at the bottom and if they included the existing canopy; Mr. Mires said the existing canopy is gone. Mr. Bardwell asked Dr. O'Connor if 5 classrooms were sufficient for an increase in student population. Dr. O'Connor said this plan gives room for 500 plus students and stated 5 classrooms gives 20 students per and they could end up with 23-24 students per classroom and that would still be comfortable. Ms. Grady asked why not just add the 6 classrooms now; Dr. O'Connor said he doesn't feel like they are in trouble. Ms. Grady said they spent a lot of time on this at the last meeting and they had asked Mr. McBey to take the plan and come up with figures, which he has. They also asked him to price out with 4 classroom and 6 classrooms and then give a cost on the administration area; she asked why they were going over this again. Mr. Mires said he wanted to do a brief description of the plan because there were a couple people that weren't at the last meeting. Mr. Bardwell asked if the administration area was comparable in size to a CEO office or other administrator space. Mr. Mires said it was comparable to other's he has designed and doesn't think it's excessive in size, approximately 12' x 16' and feels it's smaller than a regular CEO office but same size for a generic office. Mr. McBey said the administration space is a little smaller than WPS. Ms. Weston said it will cost \$582,600 for the administration area and new canopy and it will cost \$330,900 to add 2 additional classrooms; to her it makes more sense to add the 2 rooms on the end and use them. She said there would be around \$100,000 in savings by doing this. Mr. Geuther stated they don't really know how much they would save because they don't know what they will save on the renovations. Mr. Mires stated they also have to understand if they go with the 2 additional rooms on the end they would be stealing 2 rooms; Ms. Weston said they would only be stealing 1 room. Mr. Urdi said they were also asked to do something with the front and to get rid of the canopy and the current design addresses that. Mr. Mires said the gray area on the plan doesn't include the canopy. Mr. Bardwell said they challenged Mr. Mires and Mr. McBey stating they have \$6.1 million and asked if they could build it as is. Mr. McBey said they could; Mr. Mires said he believes they could. Mr. Mires said they have to remember they are rebuilding all the walls and a good percentage is improving the envelope for existing classrooms with lighting, roof and windows. Ms. Grady said that the key tonight was to get to a point where they can start and the reason for figures of 4 and 6 rooms is once they start they can decide what to do with money for the renovations. With 6 rooms it is the easiest way to move students during renovation.

Mr. McBey said one way is to tweak the numbers. The general conditions are fixed at \$248,000. He has carried the 2 classes as an alternate because he wants to show the numbers are working. Site allowance is at \$325,000. Canopy structure is around \$76,000 for a small masonry canopy and there's \$100,000 for the design/bid contingency. The owner associated cost is around \$720,000, which is for architectural & engineering costs, clerk of the works, furnishings, and abatement. He said these were early numbers and could come down because the bid market is wonderful at this time. He doesn't have the mechanical or electrical at this time so he figured the cost based on \$30.00 sf for mechanical and \$17.00 sf for electrical. Ms. Grady asked if they were looking for classroom space to be used for anything and if so, the money would be best spent on the 2 additional classrooms for \$330,900. Ms. Mebert asked if they were talking about leaving the administration space as is; Ms. Grady said they weren't. Dr. O'Connor said if they take the \$330,900 less the \$500,000 for the administration area that will leave less than \$200,000.00 to renovate the administration area. Ms. Grady said she's thinking of looking for the square footage for the students and they won't know what it looks like until they move in. Dr. O'Connor said it will be strictly renovation work for the principal, secretary and relocating the nurse and guidance. Mr. McBey said he believes there's enough money for the renovations. He wanted to let them know they don't have to make a



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decision tonight. Right now they are looking for authorization to do the plans for the 4 additional classrooms with 2 alternates. It will take around 6 weeks for the drawings and hard numbers to readdress and see where the numbers are. Mr. Bardwell said they can't add the 2 additional classrooms and not do anything with the administration area; they can't leave them in a shoe box. Ms. Cheney asked if it would be a different price if they didn't extend the admin area out as far; Mr. McBey said smaller is cheaper, but they need to look at the area. Mr. Mires said he recommends pursuing the plan with the additional 2 rooms as an alternate. In order for them to proceed with the plan they need to define the mechanical and electrical, which will take around 6 weeks to get the numbers. Mr. Urdi said the figures Mr. McBey gave are normal and he has been seeing numbers come in 10-15% less.

Ms. Weston asked about the toilets for the new addition and asked what the cost would be. Mr. McBey said it's around \$6,000 to run the pipes coming from the school and connecting to the sewer. He said they ran the numbers to put the toilets on the corners, but it makes more sense to keep them near the new addition. Mr. Mires said they would have to plumb the sinks, tear up the concrete floors and dig out to the sewer hookup if they want the toilets in the existing building. They don't know the pitch and said it would be cleaner to do the excavation outside the building and not inside. Mr. Bardwell said the initial budget showed the R-value and asked if that was taken into consideration. Mr. Mires said for the wall, the insulation will be outside the metal studs and they also have the stud cavity to fill giving an R-value of 28-30 on the wall. Mr. Bardwell asked if the windows were wood; Mr. McBey said they are Pella windows and are fiberglass. Mr. Mires said fiberglass has the highest R-value, wood windows have a high value but they are more money and there is more maintenance. Mr. Bardwell asked if the membrane roofing is for the pond area or the whole roof. Mr. McBey said when this began, they were thinking of replacing the whole roof, but are now talking about the area in the middle by the sky light. Mr. Mires said the ponds should disappear because the roof is being raised. Mr. McBey said he also wants to put in roof drains like they did at WPS. Mr. Bardwell asked what areas were being carpeted. Mr. McBey said the classrooms will be VCT; the media center, library and administration will have carpet and the bathrooms will be ceramic tile on the floor and 4' up the wall. Mr. Bardwell asked if they needed bleachers in the gym; Mr. McBey said it should read equipment and not bleachers; the equipment is 6 backstops and wall padding. Mr. Bardwell asked about the mechanical and sprinklers; Dr. O'Connor said the sprinkler system was new. Mr. Urdi said he spoke with John Carter and he said they should be able to add to the system. Mr. Bardwell said the service entrance is ok but asked about the distribution line; Mr. McBey said it's for covers for the brand new system and wiring. He stated he's worried about the existing pendant lighting because it tends to be more expensive. Mr. Mires said some of the power distribution to the classroom is not enough; it's poor. Mr. Urdi said the mechanical is \$30.00 sf and thinks the boiler can be taken out of the scope. Mr. Geuther said he liked the plan and thinks they are close. However, they need to take the next step and get a better plan and feels they should approach it with four classrooms and an alternate for six. He said they should take the schematic they have now to create the architectural plans to go out to bid with an alternate for 2 additional classrooms. Ms. Grady said part of what the group asked for was to remove some things and that hasn't been done. They asked not to break down the wall, but to leave it as it was. They also asked not to break out the wall and utilize the space in the jut out. She stated she would like research done on what the CIP money was to do. Dr. O'Connor said it was for an addition and renovating with the possibility of a media center, music, art, and library. They are taking same square footage and using it as classrooms and renovating the other areas. Ms. Cheney said she looked at the footprint and looked at the other choices and stated they have continued to ask for options for the core area and hasn't seen anything. Dr. O'Connor said they had discussions to move the office to jog out but chose not to go through the



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granite wall. Patrick Boodey had said it wasn't a great plan, but they didn't want to cut through the granite. For HSS this is the only way to get guidance, nurse and secretary together and remember they are loosing the current guidance office to bathrooms. Ms. Cheney said she is trying to make the point that the JBC is responsible for all aspects of the project and for her it's the adjacency issues and she hasn't seen anything else. Mr. Bardwell said he doesn't think it's their responsibility to say the nurse is going here or there, he believes their job is to put in changes and have the superintendent and principal make the final decision on locations. He also stated that parents and teachers should have the opportunity to mingle after an event and wouldn't be able to do so if they use that space. He said they need to give the design team an envelope with rooms and see where they are at. Mr. Geuther stated the architects did listen to suggestions, but the plan didn't come back as some committee members wanted it to. He also stated what he thinks happened they made suggestions and to say they, as a committee, agreed to do certain things isn't correct because they all didn't agree on specific things. They need to look at what is needed and if it's functional without being grandiose. They took all the input and came up with the plan in front of them. Ms. Weston said you can't depend on an estimate for student population; just look at the high school and middle school and how many additions have been added to meet the population. She suggested adding the additional 2 rooms to make it 6 and leave the administration as it is. Mr. Bardwell said the only way to know is to make a motion. Mr. Geuther said he didn't remember this much heartburn for the administration area at WPS; why is it an issue for HSS? He said he doesn't agree to build the additional 2 rooms if they are going to be empty for years. They can always add the 2 rooms for a reasonable cost, but they need to get the project started. If they make the administration area smaller and come in \$500,000 or less, are they going to ask them to come back and redesign the area? Dr. O'Connor said there's capacity with only the 4 rooms. Mr. Bardwell said if they come in under budget and 6-8 or 10 years out they can always build the 2 classrooms if it is needed. To keep the administration area pretty small is not fair to the people working there and it needs to be brought up to standards. Carolyn Mebert motioned to proceed to the next level of architectural design for 4 classrooms and gang toilets and a 2 classroom alternate. Ray Bardwell seconded. Ms. Grady said to respond to Mr. Geuther, this project has been done in reverse of WPS. Residents, staff and the architect were brought together for comments and then the JBC met and at that time they were pretty well set on what they needed and wanted. Mr. Bardwell said JBC members met with staff on their own and not as a group and they have had a detailed showing as a group right now they need hard numbers. Ms. Weston said she wanted to get this going and proceed with Ms. Mebert's motion, but she wasn't committing to anything. Dr. O'Connor said the motion was to get figures for the 4 rooms and the administration area and renovations with an alternate for 2 additional rooms. Mr. Geuther said the number might come back that they can't afford it. Ms. Weston said if it was real close she would like to see it all done. A roll call **VOTE FAILED 3/3** (Opposed: Cheney, Weston & Grady)

Mr. McBey said if a decision isn't made soon, they will be fighting weather conditions. He thought at the last meeting this plan was acceptable as the footprint of the building. If they want to move the nurse's office, they can do that at a later date; they shouldn't be labeling areas at this time. Ms. Cheney said she understands the users of the building are important, but she feels it's important to put the nurse near the guidance office. Mr. Bardwell said they shouldn't be micro managing where things are to go. Mr. Geuther said they don't know if the professional nurse asked to put her office and guidance as they are on the plan. Ms. Weston said she didn't care where rooms are, she wants numbers for possibly 6 classroom and numbers for making the administration area smaller. Mr. Mires said with the motion that was made, the intent were to get the mechanical and electrical engineers going. They need numbers so they can redefine walls, placement, etc. Right now he is looking for them to confirm this plan with the possibility of 2



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additional classrooms. Ms. Grady said she can't commit the community to \$600,000 for the administration offices and canopy. Ms. Weston motioned to proceed to the next level of architectural design for 4 classrooms and gang toilets and a 2 classroom alternate and if they are over budget to readdress the plan with a direction. Ray Bardwell seconded. A roll call **VOTE PASSED: 4/2** (Opposed: Cheney & Grady)

**G. Other Business:** Mr. Bliss stated the bid for the abatement closed at noon today and attached was the breakdown in two phases. Phase 1 is the work that can be done immediately on fitting, overhead pipes, in the tunnel and the sound board, bathroom ceiling, telephone booth and a few small areas. He stated three companies attended the walk-through and can start on August 4<sup>th</sup> or 5<sup>th</sup> for 10 days. Phase 2 is the gym area and the mastic under the gym floor and walls and will be completed over next summer because of the work that needs to be done. Dec-Tam was the lowest bidder at \$14,729.00 for Phase #1 and \$9,626.00 for Phase #2. EnviroVantage, Inc. came in at \$28,650.00 for #1 and \$17,565.00 for #2. Advanced Building Systems, Inc. came in at \$37,000.00 for #1 and \$23,000.00 for #2. Alt 3 is the daily rates for any unknowns not covered under Phase 1 or 2 and Alt. #4 is for the supervisor. Mr. Bliss said there would be some additional costs for daily monitoring. It will be 10 days of work for Phase 1 and 8 days of work for Phase 2. He thought he would have the hourly rate from RPF before today's meeting but did not receive them. Ms. Grady said she thought Ms. Verville got numbers for the last meeting. Mr. Bliss said that was for the time it would take them to write the specifications for the bid. Ms. Grady said she thought they couldn't award this bid where they would have to go out to bid for the monitoring services. Mr. Bliss said in the past they have always had an industrial hygienist on-site to monitor any abatement work. Mr. Geuther asked if it would take 8-10 days; Mr. Bliss said Phase 1 would be 10 days and Phase 2 would be 8 days. Ms. Cheney asked if the committee wanted to award the bid, how long before their next meeting to award the bid. Mr. Bliss said he wasn't sure because he believes they had an estimate when they did WPS. Ms. Mebert said they didn't go out to bid for monitoring the mold issue at WPS. Mr. Geuther said they didn't have to go out to bid because they would be treated as a consultant with hourly rates. Mr. Bliss said he has gotten bills in the past on a monthly basis and he would go through to see if they were on the job. He stated they would also have to come up with some money for the construction manager to have people from BPS to support the ceiling while doing the work. There is only one access point to the tunnel and that is in the boiler room. They will need to cut through poured concrete for access and allow air to go through. Ms. Grady asked how they can vote tonight and wants to question Ms. Verville about going out to bid and where she doesn't know numbers she can't vote on unknowns. Mr. Bliss stated if they don't vote on the money tonight, it won't get done until next summer. Mr. Geuther said he thinks this might be confusing because RPF did the soils testing and they needed a written report. He also believes RPF is treated as a consultant and doesn't believe they have to go out to bid. They will bill by the hour and the construction manager portion will be rolled up into what already needs to be done. Ms. Mebert asked if he was happy to go with Dec-Tam; Mr. Bliss said they did abatement in the lower level ceiling at WPS and some additional work in a side room. He said it looked like they had their foot in the door because they were low bidder for that work, but when they went out to bid for the larger portion they were third lowest. Envirovantage did the removal of lead paint in the gym. Carolyn Mebert motioned to award the bid to Dec-Tam; Karen Weston seconded. Mr. Bardwell stated the abatement budget has \$37,000 set aside so they should be all set to take care of the abatement, the access area and the hourly rate for RPF. Mr. Bliss said there is always a potential for something they don't see and the Alt. #3 is an hourly rate for that. A roll call **VOTE PASSED: 5/1** (Opposed: Grady)

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**H. CIP Financial Report – Woodman Park Elementary School:** Catherine Cheney stated the total available budget as of July 23, 2009 is \$105,968.61. Ray Bardwell moved, Carolyn Mebert seconded to accept the CIP financial report. An oral **VOTE PASSED: 6/0**

**I. Approval of Payments:**

a. CivilWorks, Inc. – Services for Boiler Room Water: Invoice Amount \$1,323.72: Doris Grady moved, Carolyn Mebert seconded approval of payment to CivilWorks, Inc. in the amount of \$1,323.72. A roll call **VOTE PASSED: 6/0**

**J. Acknowledgements:**

a. Email Confirmation on Window Shades: Carolyn Mebert moved, Karen Weston seconded approval of the email confirmation on window shades for WPS. An oral **VOTE PASSED: 6/0**

**K. Other Business:** Mr. Bardwell asked if any hot top had been done; Mr. Bliss said Dana Lynch had mentioned seeing people hot topping when he was at the school the other day. Mr. Bardwell asked about the indents the trailers made and asked if they could get them to fill it in. Mr. Bliss said Tim Knowles was now in charge of things at WPS. Mr. Geuther suggested using the Inter Red person; Dr. O'Connor said he would check it out.

**Other Business:**

**L. Schedule next JBC Meeting:** The next JBC meeting is scheduled for Thursday, Sept. 17, 2009 at 5:30 p.m. at the Superintendent's office conference room.

**M. Adjournment:** Carolyn Mebert moved, Karen Weston seconded to adjourn meeting at 7:48 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

*Catherine Cheney/pb*

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