



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – Woodman Park School  
Meeting Location: Superintendent's Office  
Meeting Date: Thursday, January 21, 2010  
Meeting Time: 5:30 pm

### MEETING # 81

- A. CALL TO ORDER:** A meeting of the Woodman Park Elementary School Addition & Renovations Joint Building Committee was called to order on Thursday, January 21, 2010 at 5:34 p.m. at the office of the Superintendent's conference room.
- B. ROLL CALL:** Present were Karen Weston, Catherine Cheney, Doris Grady, Carolyn Mebert, Mark Geuther, and Ray Bardwell (by teleconference). Also present were John O'Connor, Superintendent; Laurie Verville, Business Administrator; Malcolm Forsman, Principal-HSS; Michael Bliss, Clerk of the Works; John Urdi, Dennis Mires The Architects; Keith McBey, BPS; Tim Burke, BPS; and Robert Carrier, City Council

#### Woodman Park Elementary School

Catherine Cheney opened the meeting stating she was appointed a member back on December 14, 2005, when she was Councilor Elect, which was the original start of the WPS project. She said she does not recognize what the City Council did on January 13<sup>th</sup> as valid, that her term on the WPS JBC did not expire.

- C. Nomination of Chairperson:** Ms. Verville stated they need to appoint a chair for Woodman Park. Karen Weston motioned to nominate Catherine Cheney as chair, Doris Grady seconded. An oral **VOTE PASSED: 6/0**
- D. Review Policy on Communication Procedures for Meetings:** Ms. Verville stated what she was handing out was the guidelines for conducting teleconferenced meetings per RSA 91 A. She said in order to be able to conduct these meetings the whole committee needs to decide as a whole if it is ok. Ms. Weston said she thinks it works fine and the City Council has done 2 teleconferences with members when they were in another state. Karen Weston moved to acknowledge the communication procedure, Mark Geuther seconded. An oral **VOTE PASSED: 6/0**
- E. CIP Financial Report – Woodman Park School Project:** Ms. Verville read into record the total available budget as of January 22, 2010 is \$56,455.62. She stated this also shows two outstanding obligations for the paving of the dumpster pad and the work for the boiler room. Karen Weston moved, Mark Geuther seconded approval of the CIP financial report. An oral **VOTE PASSED: 6/0**
- F. Approval of Payments:**
- R & M Paving, LLC: Prepare & Pave Dumpster Pad: Invoice Amount \$3,120.00: Ray Bardwell moved, Karen Weston seconded approval of payment to R & M Paving in the amount of \$3,120. A roll call **VOTE PASSED: 6/0**
  - Horne Construction Co., Inc.: Boiler Room & Drainage Improvements: Invoice Amount: \$14,040.00: Ms. Verville said Tim Knowles included a cover letter with the invoice recommending leaving \$1,000.00 obligated to come back and reseed the outside area. Mr. Bardwell asked if they could close out the project with \$1,000.00 being held. Ms. Verville said they could possibly write a resolution stating they are leaving the 1 obligation. In the past they have left the balance on the books and had meetings 4 months out where she would read the financial report into record. Ms. Verville said she would look into this further and see if there are other ways and get back to everyone. Mark Geuther



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moved, Karen Weston seconded approval of payment to Horne Construction in the amount of \$14,040.00 leaving a \$1,000 balance. A roll call **VOTE PASSED: 6/0**

### G. Other Business:

- a. Update on Entrance Sign: Mr. Geuther said he had a conversation with Patrick Boodey and Ms. Verville and said they are still in an influx on nailing down the pricing. BPS gave a quote of \$13,663.00 for the foundation; but they want to look at other companies for pricing. There is a parent at WPS who is in the sign business and they would do the sign and BPS or another company will do the masonry. Ms. Mebert said in looking at the sketches for the sign, she thought it was going to be a changeable sign. Mr. Geuther said he needed more time. Ms. Grady asked if the PTA/PTO was looking to the JBC to pay the \$13,000-\$14,000 for the sign. Mr. Geuther said the PTO has held fundraisers for the sign; however, his personal feeling is they should pay for the sign and the money raised by the PTO goes towards field trips for students. Ms. Grady asked if they should do it on a 20-year payment. She was hoping at some point to pay any remaining funds back to the taxpayers, but she will wait to see what he comes back with. Ms. Mebert asked how much it would cost to get a sign like at the high school; Ms. Verville said she thought it cost around \$4,000 - \$5,000. Dr. O'Connor said the PTA/PTO's have paid for the signs at the schools in the past, but he's not sure if they paid for the one at the high school. Mr. Geuther said the PTO hasn't asked for anything at this point. Dr. O'Connor asked if anyone from the city has received information on the sign and where it is going. He believes a committee is supposed to review any signs going up. Ms. Verville said it needs to go before the planning. Mr. Geuther said no one from the city has seen the plans. Dr. O'Connor said he goes with what Ms. Grady about using JBC money to buy the sign. He would rather put the money towards library furniture like they discussed awhile back. Ms. Verville told the committee it had been tabled and she recently went back out to bid, but because of the holidays only one company replied. Ms. Weston stated after last night's council meeting, both the school and city have to cut \$4 M and she would like to see any monies left over rolled over to another project. Ms. Cheney said at Garrison they put in the walkway and asked who did the sign. Ms. Verville said the sign was already there it just needed to be relocated. Mr. Geuther said he wasn't looking for any action at tonight's meeting. Ms. Mebert said she agrees with Mr. Geuther that the PTO money should go towards kids, but doesn't feel they need a sign. Ms. Cheney said they need a motion. Carolyn Mebert motioned to drop the sign, Karen Weston seconded. An oral **VOTE PASSED: 5/1** (Geuther opposed)

**H. Adjournment:** Carolyn Mebert moved, Karen Weston seconded to adjourn WPS at 5:57 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

*Catherine Cheney/pb*

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