



**DOVER
SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE, SCHOOL DISTRICT MEDIA ACCESS CENTER - MINUTES (DRAFT)

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 346, 61 Locust St., Dover, NH
Meeting Date: **Thursday, July 8, 2010**
Meeting Time: **6:00 p.m.**

Members Present: Parks Christenbury, Dean Trefethen, Audra Lurvey

Members absent: Kirt Schuman, Aviva Grasso, Sarah Fuller

Others Attending: Media Access Coordinator Mike Gillis, City Manager J. Michael Joyal, Jr., Libby Simmons (SAU), Peter Middleton of Martini Northern, Gary Goudreau of David Goudreau Architects, Inc.

Meeting commenced at 6:00 p.m.

1. Call to Order

Chairman Christenbury called the meeting to order at 6 p.m.

2. Initial Design Meeting with Martini Northern

Discussion began about design details pertaining to the School District Media Access Center. Gillis said it was likely that initial discussion would likely focus on the doors and access office and control room. He also relayed to the JBC that member Aviva Grasso had voiced her opposition to leaving brick exposed in the main meeting room. Gillis said he now agrees, primarily because of sound issues, but also of cameras and equipment that would need to be mounted to the wall.

Gary Goudreau then explained his initial design, which he said can be changed based on what the JBC, city and school district desires. He also explained why doors were placed where they are in the design, based on the City's code. The design had called for two single doors opening into the main meeting room. Lurvey asked if the single doors would be ADA compliant. Goudreau said yes, based on width. Goudreau said he will contact code officials about the doors.

Discussion then centered on adding a double door and leaving the single door in place. That would facilitate the room's capacity, and also better meet code. Trefethen said there are times when the School Board meets where a capacity crowd attends. He added that double doors are better, psychologically, as well as aesthetically. Goudreau said the double door might also better accommodate people accessing the room. Christenbury said it is worth considering adding the double door, if within budget. Peter Middleton said the RFP only carried a single door, but a double door can be added. The cost would have to be calculated. Christenbury asked if it was the consensus of the committee to include the double doors and retain the single door. The JBC agreed.



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The JBC then discussed whether to expose the brick. Gillis reiterated his position on covering it up with drywall to better facilitate equipment installation. Trefethen said acoustics would be the highest priority. Goudreau said, either way, sound may be an issue. Christenbury agreed that drywall was better for installation.

There was some discussion about conduits and the studs that would be used and options for how cabling would be fed through.

The consensus of the JBC was sheet rock.

There was some discussion about exposing brick elsewhere, but it wasn't deemed to be necessary.

All parties agreed to walk the site after the meeting.

Goudreau then asked whether the control room and access office layout worked.

Gillis said it wasn't what had been envisioned. The discussion then focused on the best layout of the space. It was determined that the access office would be next to the control room, and connected to the edit bay, leaving the kitchenette open for users in the conference room. It was also determined that the room is actually four spaces, since there would be a "reception area" or anteroom. That space would access the office, which would then access the control room.

The City Manager asked if it had been decided that the access office and control room space was going to remain in its location or swap with the conference room/studio. Gillis said an original proposal did call for the two locations to be swapped, but it was changed to better suit production needs. Gillis said he was amenable to a change, if need be. Joyal asked if the locations do not change, is the kitchen needed? Trefethen said it would be needed, especially if there are all-day conferences. Christenbury agreed, saying it helps with plans to increase revenue for use of the rooms. Gillis said the proposed configuration also facilitates a daylight studio because of the windows.

Goudreau asked about glazing for the control room. Gillis suggested control rooms typically have visual access, but there was some discussion about security. All doors will be locked, but there was some concern about leaving visual access to the control room and whether that's a security concern.



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Goudreau asked whether swapping the access office and control room made sense. The board agreed.

Goudreau then asked about the light grid in the smaller meeting room. The original plan was to leave a gap around the outside of the suspended ceiling for an eventual light grid. Joyal asked if it made sense to have a suspended ceiling over the entire room and then remove tiles later when lighting was used, rather than leaving it unfinished. Gillis agreed. He said the lights that would be used are lighter.

Gillis asked when discussions should begin about cabling and conduits. Middleton said he will first nail down the design, get that right, then get the mechanical contractors in to discuss that issue.

Goudreau said he would get the design to Gillis quickly and then Gillis will send it out to the entire JBC.

Middleton said price, based on what was discussed so far, would likely be affected by the demo for the double door, but that still needs to be evaluated.

3. Other Business

- a. Trefethen asked if there was anything that needed to be done in the main meeting room, including a raised stage. Gillis said there is a plan for a small, raised platform for a speaker, but nothing beyond that. Joyal said it had been considered. He did add that there will be some requirements for cabling with the furniture. Christenbury said the JBC could also consider having furniture manufactured by Prison Industries. Christenbury said there are other options for use of the room is appealing. Gillis said the idea is to have the option for other events to be televised from the main meeting room. There was some additional discussion about cabling needs, and accessing the space from below, as well.
- b. Trefethen asked if there is something that can be done with the large wall against the hall, such as a fabric treatment, to dress up the wall. Goudreau said any number of things could be done. He added if there was a consideration option for angled ceiling tiles. Goudreau said that wouldn't affect acoustics, most likely, and he suggested opting for something on the walls.



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4. Set Next Meeting

The next meeting was scheduled for Monday, July 19, at 6 p.m., location to be determined.

5. Adjourn

Lurvey motioned to adjourn, Trefethen seconded. The meeting adjourned at 6:48 p.m.