



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: First Floor Conference Room, City Hall
Meeting Date: **Monday, January 24, 2011**
Meeting Time: **5:15 pm**

- A. **CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Monday, January 24, 2011 at 5:15 p.m. at the First Floor Conference Room, City Hall.
- B. **ROLL CALL:** Present were Karen Weston, Robert Carrier, Carolyn Mebert, Doris Grady, Mark Geuther and Ray Bardwell. Also present were Jean Briggs Badger, Superintendent; Laurie Verville, Business Administrator;
- C. **Public Comments:** There were no public comments.

Horne Street Elementary School

- D. **Clerk and Consulting Services:** Horne Street School Clerk of the Works, Michael Bliss resigned due to another position. CSL, Consulting, LLC offered two proposals to the JBC. The first proposal offered to review plans and provide field investigation. This field investigation would help determine if the JBC is getting what they paid for at a cost of \$12,000. The second option would be to act as Clerk of the Works for the remainder of the project. The cost for this service would be \$7,700.

Karen Weston asked how many hours Mr. Bliss was working at this point in the project. Ms. Verville responded that he was working approximately 28 hours/week. The proposal included 10 hours per week and Ms. Weston asked if that would be enough. Mr. Bardwell responded that it could be sufficient, depending on what is left to be completed on the project.

Mr. Bardwell asked Mr. Geuther if the consultant would be involved with litigation if needed. Mr. Geuther responded that the company would not be involved and wants to work strictly with the JBC. Mr. Bardwell asked what would happen if mediation occurred. If mediation occurred, a report that was generated from CSL would be able to be used for that process.

Ms. Weston wanted to be sure that the JBC gets their money's worth if they hire a company such as CSL. She commented that once the company provides a report to the JBC, they can go from there. Mr. Bardwell responded that the consultant should be able to stand behind the report in court. Ms. Briggs Badger asked if the report would stand alone, somewhat like an expert witness. Mr. Geuther thought that the mediator would question why the consultant wasn't present. There is no provision in the contract that states the consultant would be required to go to court, although it was thought that he would have to be present, if subpoenaed. Mr. Bardwell noted that it would be difficult to find someone to do this on such short notice. Ms. Verville responded that she had a good faith discussion saying that the JBC's intention was not to go to court.

Ms. Weston asked if the JBC really needs CSL to review documents and provide a field investigation. Mrs. Grady responded that the JBC needs someone to do it. Mr. Carrier stated that two organizations showed interest in the project. There was really only one formal proposal since the other person was not really interested in what the JBC wanted. His business is more about planning the project prior to construction. Mr. Carrier commented that he liked the representative from CSL and had a good feeling about the company. Even though he felt comfortable with him, Mr. Carrier commented that he is still unsure as to whether or not we want to spend this amount of money when there are basically three major issues. He summarized the issues with the gym floor and ceramic tile, as well as electrical problems. He did not include the punch list because that will be monitored. The JBC will hold payment for any items that are not complete. Mrs. Grady stated that the JBC has been doing that for the past 18 months and the items have not been addressed. She added that the building has not come out



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the way that the JBC intended and she feels uncomfortable presenting this building to the City. She continued that she would like to protect herself and the JBC by saying there were problems and an outside specialist was brought in. Dr. Mebert didn't feel that the community would say that the JBC did a poor job.

Dr. Mebert asked for a report on the status of the gym floor. Mr. Bardwell stated that he and Bob Carrier met with the floor contractor (Danahar) earlier in the day and was told that there have been several problems similar to the one that occurred at HSS. After a few years (and with more coats), the problem will be reduced. Dryness was the major reason for the issue. It was questioned as to whether or not humidifiers should be installed. Mr. Urdi is looking into this and determining a cost. He is searching for humidifiers that can be automatically set for a specific amount of humidity.

Mr. Bardwell discussed the issues with the floor including amount of sealant on the floor and the logo. It is the installer's opinion that it isn't "paneling". Danahar said that this is the best floor that could be installed. Tim Knowles, UNICCO Director, was also present at the meeting on the gym floor and he stated that he put water on it for a short time and vacuumed it up, which is common practice for this type of floor. He commented that using stick-on tape is not a good option. The finish can be pulled off. Lines should be marked in a different manner. The general opinion was that the floor will not be restored to its original state because of dirt getting into cracks. Even re-sealing in the summer would be difficult due to the 60 days that are needed to dry between coats.

Dr. Mebert asked if the contractor offered names of other schools that the JBC can contact to determine if they had problems. Mr. Carrier and Mr. Bardwell also saw splinters which can be a safety concern for children when they slide on their knees toward the center of the gym (which they do). This could be a large liability. Keith McBey also in attendance at the gym floor meeting, thought the report was positive. Mr. Bardwell stated that the contractor, who was subcontracted by BPS, wanted an answer from him. Mr. Bardwell reminded them that this would be a JBC decision.

Mr. Carrier recommended that the JBC wait for further action until spring or summer. City Legal Council, Allan Krans might need to be consulted for whatever action is needed. Mr. Carrier agrees that if nothing changes, there will be a problem.

Mr. Bardwell suggested obtaining a quote to remove the floor in its entirety and install a new one that will be fully guaranteed. The money for this cost would be held from payment to BPS. Mr. Carrier thinks a good question to ask the flooring company is would they have done it the same way if they knew what they know now.

Ms. Weston asked the committee if they want to hire the company as Clerk of the Works or to do a field study of the project. Mr. Geuther stated that he wasn't sure if the company would do one option without the other option. Mrs. Grady commented that the JBC has spent \$20,000 on issues not as important as this one. She also commented that she is unhappy with the 1-year warranty provided on the floor. The contractor had said that it could be three years before they know if the floor will be in good shape. Mrs. Grady noted that the JBC cannot turn over the building to the school district if they are still holding money.

Ms. Weston asked what Mr. Bliss' wages were as Clerk of the Works. Ms. Verville responded that he made \$25/hr for an average of 25 hours/week.



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Ms. Weston stated that a final report is needed before the building can be turned over.

Ray Bardwell moved, Carolyn Mebert seconded hiring CSL as Clerk of the Works subject to review of the written flooring report and review with Allan Krans. A roll call **VOTE PASSED 4/2** (Bardwell, Mebert opposed). Results of this vote were unclear and will be revisited at the next meeting.

Mr. Bardwell moved, Carolyn Mebert seconded accepting the entire proposal subject to review of the written flooring report and review with Allan Krans. A roll call **VOTE FAILED 0/6** (all opposed).

Because of the importance of the issue and the lack of time for this meeting, it was determined that this issue would be revisited at the next meeting on February 10th at 5:30.

Dr. Mebert stated she would rather have an independent flooring person be consulted for a review of the floor. She considered adding a friendly amendment, but opted to leave the motion as is.

E. Adjournment: The meeting disbanded at 6:01 p.m.

Respectfully submitted,

Karen Weston/rl

Karen Weston, Joint Building Committee Chair
Joint Building Committee
KW/rl