



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: Superintendent's Office – Conference Room  
Meeting Date: **Thursday, January 20, 2010**  
Meeting Time: **5:30 pm Superintendent's Office**

### MEETING # 104A

- A. CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, January 20, 2011 at 5:33 p.m. at the Superintendent's office conference room.
- 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; Michael Bliss, Clerk of the Works; Randy Remick, BPS; John Urdi, Dennis Mires, P.A.; and Rob Garand, Dennis Mires, P.A. Absent was Keith McBey, BPS. Malcolm Forsman, Principal HSS arrived at 5:48 p.m.
- C. Public Comments:** There were no public comments.
- D. Approval of Meeting Minutes from January 6, 2011:** Carolyn Mebert moved, Doris Grady seconded to table until the next JBC meeting. An oral **VOTE PASSED: 6/0**

#### Horne Street Elementary School

- E. Review of Wireless Proposal and Estimated Costs from Chris Roberge, Technical Support Services Mgr.:** Ms. Verville told members Chris Roberge apologized for not being there tonight because of a prior commitment. He provided information for installing wireless after doing a site survey on 1/14/11. He concluded to do the entire school they would need 14 devices at a cost of \$490.64 each for a total cost of \$6,868.96. Installation would be done by the District IT department. Ms. Weston asked if they plugged a computer in anywhere in the school they would get reception; Ms. Verville said that was correct. Mr. Bardwell asked if they went with the Wi-Fi would they need the hard wiring; Dr. Mebert stated they would because most of the computers in the school are old and don't have wireless cards. Mr. Geuther pointed out at the last meeting most teachers have laptops they use at the school and this would allow them to do more. Mr. Bardwell questioned if there was money in the budget to get new computers. Ms. Briggs Badger stated the curriculum director is very technology oriented and would like to get all the schools up-to-date technology wise and would like to see Dover's technology like other communities in the area. She mentioned they still need the hard wiring for the Smartboards and projectors because of the new math curriculum. Dr. Mebert stated if they do it now they'll have more flexibility and can move forward and start replacing computers a little at a time. Ms. Briggs Badger mentioned how the City's pushing for wireless throughout the whole downtown area. Ms. Weston asked about the status of the computers in the school now. Dr. Mebert mentioned Mr. Roberge has discussed at School Board meetings having a program where computers will be replaced over the next 6-9 years. The cycle for replacement is the more sophisticated computers go to the upper grades and their computers are sent to the lower grade level, etc. The lower grades are functional but not high tech. Ms. Grady stated her personal feelings are they are getting the building ready for the future and should go with it. Mark Geuther motioned to expend \$6,868.96 to put in wireless at HSS; Ray Bardwell seconded. A roll call **VOTE PASSED: 6/0**
- F. Progress Report – Dennis Mires, The Architects:** Mr. Urdi stated he responded to the requests by the JBC at the last meeting. He said the Fire Marshall has received the plans and he's emailed Ms. Verville this information. He and Mr. Garand received the letter from the members and he believes he's addressed the issues; some are ongoing and he's responded to that fact and stated Mr. Remick's remarks are similar stating some items are underway; some are done or left as a punch list item. The first item on his letter is on the gym floor and stated he noticed the wood shrinkage but didn't notice the paint issues and at this time no one is sure as to the reason. Mr. Remick stated Danaher will be on-site next week and they will meet and discuss the issues further. Mr. Urdi stated they thought the reason for the dullness on the floor was the way it was being cleaned but can't say for certain. Mr. Remick reiterated they were meeting next week



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to go over everything to find out what the cause is. Ms. Verville asked who was responsible to provide the cleaning instructions for the floor; Mr. Remick stated it would come from them but they would get it from Danaher. However, this was a little unusual because it would usually be given out after a project has been completed, but the building has been occupied during most of the renovations. Mr. Geuther stated it’s typical to get the Owner’s Manual after a project has been completed. The nature is it is given when the building becomes occupied and was probably missed during this project. Ms. Grady stated her issue is with the floor “peaking” and all the money they spent on the moisture barrier so this wouldn’t happen. Mr. Remick stated he’s hearing the floor’s cupping, spacing and it’s dull and he’s not happy hearing about these issues and is hoping on Monday they will be able to find the answers. Mr. Bardwell asked if they would keep them in the loop on what’s happening and give a full report back to the committee members at the next meeting. Mr. Remick stated repairs would impact the school so it wouldn’t be corrected until vacation or summer. Dr. Forsman stated Unicco’s tried using different buffers on their machine to get the floor to shine and none have worked. Mr. Carrier stated it’s important they’re having a meeting with everyone and for the committee to get a report so they’ll know what to do.

Mr. Urdi continued with having the electrical engineer look and see if the cost for wiring remaining classroom for projectors and Smartboards was reasonable. His electrical engineer stated what he looked at was reasonably priced and stated it was the average cost to run the wiring. Ms. Grady questioned items discussed back in Nov. 2009 and a statement that was made that the electrical was in need of great repairs and BPS had stated outlets etc. were covered in the specs but they weren’t in the drawing and she wanted an explanation. Mr. Urdi stated they mentioned for the most part it would be taken care of it just wasn’t transferred and hasn’t been paid for. Mr. Geuther said if it wasn’t on the plans it wasn’t bid out and they weren’t charged for it. But the cost could have been \$10.00 versus \$15.00 now. They would still be responsible for the \$10.00 they’re asking if it’s someone else’s responsibility to pick up the difference. Ms. Weston asked to get the information in writing.

Mr. Urdi continued with item 3 and stated the panels were in good shape and the wiring was all good so his electrical engineer didn’t replace the panels. The problem of 3 outlets is being corrected so there are only 2 rooms versus 3 rooms per circuit and the third is on another circuit. He stated there are usually 6 per circuit but because of the issues there are now only 3 per circuit.

Mr. Urdi stated the tiles are being corrected during the February vacation at no cost to the district. Ms. Verville asked if it was the same company and asked if someone could give her the name of the company. Mr. Geuther asked if they could provide a written outline or sketch on what exactly is being done to correct the tiles. Mr. Remick explained how it was going to be corrected and stated it will be done correctly. Mr. Urdi stated item #5 there was delays and the price went from \$120,000.00 to \$47,000.00 now it’s \$40,000.00 and will be done over the February vacation. Mr. Bardwell asked what’s being used as the standard liner and would like to know what’s being done. Mr. Geuther asked if it went through shop drawing; Mr. Urdi stated they never really got involved in the process. Mr. Geuther stated he’d be more comfortable if the mechanical engineer got involved. Mr. Remick stated he’ll get on this tomorrow.

Mr. Urdi stated he believes item #6 has been corrected. Mr. Bliss said Longchamps said it was operating. Ms. Verville asked if the security was on-line 100%; Mr. Bliss stated he believes it is. Dr. Forsman said the security system is functional and was told it was, but he’s not sure it’s fully functional and isn’t sure it’s telling them the exact location. Mr. Geuther asked if it was installed per design and if they have what was on the plans and specs; Mr. Bliss stated he believes it was. Dr. Forsman questioned if emergency services was seeing what’s on his panel. Mr. Bardwell suggested putting it on the punch list. Ms. Verville stated her understanding was if there was an intruder in a certain area the police department would know the location at their end. Mr. Remick said it sounded like a communication link outside and will look into it further. Dr. Forsman stated an update was done to the system and now the clocks don’t match the bells and they’ve lost some ability with the phones to communicate with some of the classrooms. Mr. Remick said that’s on his list to look into.



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Mr. Urdi stated they are still working on CHPs and Ed Murdough just emailed them stating he’s received everything. The reports been reviewed and everything looks fine but one minor item. Ms. Verville stated it’s regarding bus idling. Mr. Garand stated they currently have 30 points. Ms. Verville said that’s good news and asked if Mr. Urdi could rephrase his statement to say they will do everything to ensure the documents are provided; by other parties as well. Mr. Bardwell asked if there were other points on the list they could have; Mr. Urdi said they can gain 3 points by spending \$60,000.00 on solar. Mr. Garand said he’s been talking with Mr. McBey on a couple of items. He’s also been speaking with Mr. Murdough on a few items to try and figure out what needs designs etc. Mr. Bardwell questioned the windows and if they’ve been corrected. Mr. Garand stated they will be fixed during the February vacation. Mr. Bardwell asked about the padding in the gym; Mr. Garand said they’re being taken care of. Mr. Bardwell asked about the lift and generator; Mr. Bliss said the lift will be going in soon and the conduits to the generator are done they’re waiting on the generator which is due sometime in February. Mr. Bardwell stated the clerks report has a lot of items to be addressed; Mr. Urdi said they are being addressed on the punch list. Mr. Bardwell asked about the phone panel being relocated; Mr. Bliss said they need to communicate with Bay Ring. Currently it’s in the janitor’s space and the electricians are pushing to have it moved. The janitors are no longer in the space but it was recommended the phone panel move to the IT space. Mr. Garand stated this would be Bay Rings responsibility. Dr. Forsman stated sometimes the panel gets unplugged. Mr. Bardwell asked if the floors in the janitor’s room and boiler room were being done. Mr. Geuther stated he thought they requested a quote. Mr. Urdi said they requested a quote for the 4 rooms adjacent the boiler room to be done. Mr. Bliss asked if they were looking for the whole boiler room or just the upper level; Mr. Geuther said the upper portion, the part that’s the same grade as the rest of the school. Ms. Weston asked for a quote on the upper section of the boiler room. Ms. Briggs Badger asked about the brick in the foyer and if anything was being done to match the bricks more. Mr. Urdi said the only way around it would be to paint the bricks. Ms. Briggs Badger asked about the wax build-up; Mr. Garand said he’s sure Unicco has suggestions on products to remove the wax buildup.

**G. Progress Report –Keith McBey, VP of Bonnette, Page & Stone:** Mr. Remick said they are staying to finish the job and said this project’s a little different because they’ve been working mainly in living space. Jans will be there full time until the end. There’s a lot of paperwork that needs to be done for CHPs and they are working hard at pulling all the paperwork together. Everything they talked about is written down and he’ll be working on the list. Rob Garand asked about the change proposal for the doors. Carolyn Mebert motioned to accept CP #50; Mark Geuther seconded. A roll call **VOTE PASSED: 6/0**

Ms. Weston asked what the lifespan of the materials would be; Mr. Urdi said he can’t give a time frame because he doesn’t have knowledge on neoprene and how long it lasts. However, this is the only product on the market and it’s been on the market a long time. Mr. Geuther asked if all attachments were adhesive backed; Mr. Urdi said only the bottom is mechanically fastened. Dr. Forsman questioned if they were plans on painting the 2 old kindergarten rooms. Mr. Geuther stated he thought he suggested getting a quote for painting the rooms and redoing the floors the lobby outside the rooms to make it look like the rest of the school.

**H. Progress Report – Michael Bliss, Clerk of the Works:** Mr. Bliss stated he’s taken a new position in Concord and next week will be his last week working at HSS. Ms. Weston asked about the split in the IT room; Mr. Bliss said John Waite looked at the issue and are looking to keep the room cool in the winter without the A/C. He’s confirmed with Chris Roberge that keeping the room at 70°-72° is ok for his equipment. Ms. Weston asked about the nurse’s office; Mr. Garand said they are collecting information from the nurse’s office and they need 2 weeks of data. Dr. Forsman asked about heat in the guidance/ESL rooms; Mr. Bliss said they’re looking into it. Ms. Weston asked about a price for something for the nurse and a price was given to Ms. Verville; Mr. Bliss said the nurse had asked for a moving screen versus a hanging screen and that is the information he gave to Ms. Verville. Ms. Weston said she would like to thank Mr. Bliss for everything he’s done.



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- I. Other Business:** Mr. Geuther suggested having Mr. Carrier meet with the flooring contractor on Monday if that was alright with the other members. Mr. Carrier stated he would love to be there. All members were in favor of Mr. Carrier attending the meeting. Mr. Remick said he would call him to let him know the exact time of the meeting.

**Other Business:**

- J. Schedule next JBC Meeting:** The next JBC meeting and is scheduled for Thursday, February 10, 2011 at 5:30 p.m. at the Superintendent’s Office conference room.
- K. Adjournment:** Carolyn Mebert moved, Ray Bardwell seconded to adjourn the meeting at 7:08 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

*Karen Weston/pb*

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