



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: Horne Street School – Conference Room
Meeting Date: **Thursday, April 14, 2011**
Meeting Time: **5:30 pm**

MEETING #110A

- A. CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, April 14, 2011 at 5:30 p.m. at Horne Street School in the conference room.
- B. ROLL CALL:** Present were Karen Weston, Carolyn Mebert, Robert Carrier, Mark Geuther and Doris Grady. Also present were Jean Briggs Badger, Superintendent; Malcolm Forsman, Principal; John Urdi, Dennis Mires, P.A.; Steve Beaulieu, Clerk of the Works; Keith McBey, BPS; Tim Knowles, UGL Unicco; and Sherri Wormstead, Citizen. Absent was Laurie Verville, Business Administrator; Rob Garand, Dennis Mires, P.A. Ray Bardwell arrived at 5:44 p.m.
- C. Public Comments:** Ms. Wormstead stated they've been working very closely with Timberland and have 75 volunteers coming in on April 21st from Timberland and approximately 25 parents/teachers for the day. They're putting in vegetable gardens, landscaping in front where right now it's only sod, a nature trail, improving the playground drainage, couple of low element courses, which is like a rope course but low to the ground activities for team building, cleaning up the old basketball court and revitalize it; half will be used as a half court and they'll paint templates for 4-square games for recess. They'll also be putting in some fitness trail stops where Ms. Cimino will have students run a certain path and with a push-up bar and sit up bench. The butterfly gardens are in place and compost will be added. Some of the plantings will be saved for when kids are back in school for the hands-on part. She can't thank Ken Costello enough for all the work he's done in coordinating things. He's worked with Tim Knowles and Unicco's providing the tractor and loading bucket to help move compost and gravel on the site. He's coordinated with the cities facilities and grounds people and are excited they're getting compost from the waste water treatment plant for the landscaping area and getting wood chips from the city that's up near the hospital. The PTG voted to allow expenditure of up to \$500.00 to help defray some of the costs. Timberland is committed to the workload and a budget of \$2,500. They have local businesses providing lunch for the day; Land Care's providing gravel and crushed stone; Bob Sherwood's providing compost for the vegetable garden so they know they have the right stuff; Home Depot is probably going to pitch in some of the materials; Middleton Lumber also agreed to provide lumber for the vegetable garden and Agway may provide some items as well. The one area they're deficit in is plants for the front of the school. They have some donations of plants from community members and part of the school community but are smaller plants. They're looking for nice landscaping plants and plants that provide interest to the kids with touch, smell and things that attract bird's and butterflies. Timberland is planning on asking a couple of nurseries to donate some plants. Ken had told her the JBC had asked if there was something they could do, and isn't sure what funds are remaining but if they're able to donate some plants the labor is provided for planting them. She believes they have an estimate of \$6,000.00 for just plants for the front. Ms. Grady asked if anyone's approached Wentworth Greenhouse; Ms. Wormstead said Wentworth offered to donate vegetable seedlings for the gardens and no one asked for any other donation. Dr. Forsman stated they are supporting HSS through the PTG, and have provided a lot of money from their pocket bringing in trades, plants and giving the PTG discounts. They've really done a nice job and have been involved at HSS in the past. Ms. Grady stated it wouldn't be a bad idea to see if they're willing to do something else. Ms. Weston stated Mr. Costello gave a price of \$14.00 per plant and figured around \$500. Ms. Wormstead stated they're looking at around 400 plants to cover 1,800 sf. Dr. Mebert asked if anyone has been in touch with UNH; Ms. Wormstead stated they're on the list but no one's contacted them. Mr. Geuther asked what they owned in the contract for landscaping; Mr. Urdi stated he thought they took that out in the beginning. (RECORD NOTE: Ray Bardwell arrived at 5:44 p.m.)
Mr. Carrier said if she wanted, he could open the concession stand up on the field for the food for the volunteers because it has active coolers and electricity and asked to let him know so he can get the key. Dr. Forsman stated he



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wanted to add that Ms. Wormstead has done a lot of work in putting the proposal together and has done a great job; the amount of work she's done and the quality of work is impressive.

Mark Geuther motioned to bring the donation of money out of other for further discussion; Carolyn Mebert seconded. Ms. Weston stated they have \$249,000.00 remaining according the financial report and knows there are other things coming up and the question is do they want to donate anything towards the project. Mark Geuther motioned to expend up to \$5,000.00; Carolyn Mebert seconded. Dr. Mebert stated she feels it's a reasonable expense if they're getting perennials, non-evasive plants and if done right now it should last for a long time. Mr. Knowles stated in regards to the IPM they're on the hook for it with CHPs so there are certain parameters with outside plantings that have to fall into the IPM program. He's had conversations with Ken and wants to reinforce that message that whatever plantings they put in falls in line with the IPM as well and wants to make sure Ken's got a close look at what's being provided and donated. Ms. Weston asked if they can make sure Ken talks with Mr. Knowles again so they don't lose the CHPs points; Mr. Knowles stated he'd give Ken a call. Ms. Weston stated there's a motion on the floor and that Mr. Knowles is going to be the point person to make sure it doesn't jeopardize the CHPs certification. A roll call **VOTE PASSED: 6/0**

D. Approval of Meeting Minutes from March 22, 2011: Carolyn Mebert moved, Ray Bardwell seconded to accept the meeting minutes of March 22, 2011. An oral **VOTE PASSED: 6/0**

Horne Street Elementary School

E. Acknowledgements:

- a. Facility & Observation from NH Primex on school security: Ms. Briggs Badger stated the complete report is being presented at the April 25th School Board workshop and will be public record. Ms. Weston stated she had questions on the lighting in front of the building. Mr. Geuther said at the last meeting they were going to have Reno, electrical engineer, look to see what the best solution was and get a price quote. Ms. Weston asked about the camera and thought it had been discussed. Dr. Forsman stated he thought it was discussed awhile back but because of the way the office was designed with a line of sight and where there is no longer access through the custodian's office it was decided the camera wasn't needed. Ms. Grady asked if this was stating these items needed to be done/ Ms. Briggs Badger stated recommendations were made for all schools and no decision have been made on making changes and if so where the monies were coming from.
- b. Letter dated 3/23/11 from Laurie Verville to Jim Maxfield on the use of the generator
- c. Email dated 3/12/11 from Paul Lentine on the rebate review:
Ray Bardwell moved, Mark Geuther seconded to accept 4a, 4b, & 4c into record. An oral **VOTE PASSED: 6/0**
- d. Report from Richard Onslager on the gym floor: Ms. Weston asked if there was anymore input on the floor because she felt they looked worse than before. Mr. Beaulieu stated he looks at it occasionally and stated he feels the smaller cracks are getting tighter so the larger cracks are more prominent. His opinion is as the environment changes it will start to close back up. Dr. Mebert asked if he's taken any pictures; Mr. Beaulieu stated he hadn't but will start taking pictures. Ms. Weston stated she was just in there and remembers the paneling being every 6-8 board and now they're every 2-4 boards. Dr. Mebert stated Mr. Onslager said they will start closing up when it gets more humid and feels they need to wait until the humidity is here. Ms. Weston said she wanted to state for the record the floor looks like the cracks are getting worse. She wanted to know if Mr. Beaulieu had noticed it too; Mr. Beaulieu stated he noticed it looks different but doesn't think it's getting worse. Ms. Weston asked when the warranty starts; Mr. Beaulieu feels it hasn't started yet because they haven't accepted the floor. Mr. Urdi stated there are a couple of things; one is the certificate of substantial completion, which is issued with the punch list and identifies all warranties. He believes it was issued 1-2 months ago and



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that's when the warranty starts. Mr. Bardwell talked about the humidity level and they should think about putting a system in and will be a big ticket item. Mr. Urdi stated they need to go through a whole cycle and seal the floor again before thinking of putting in a system that might not be needed. Mr. Bardwell stated and the HOB0 Reader would indicate if they were doing anything to control the humidity and would be a factor if it went to litigation. Dr. Mebert stated he's not stating they have to do it and has stated the committee could wait a few seasonal cycles. Mr. Carrier stated at this point he feels they should have things reviewed by the attorney to make sure everything is what they're looking for; they have time to go through a summer and see if it improves. If the floor has gone to a normal state they should buff and recoat to lock it in as per the specifications. He understands floors expand and contract and he's seen a lot of floors in large spaces but has never seen anything like this. They followed complete, fine-tuned specifications and hired the best to come in with moisture meters, Ardex self-leveling sealer and it's not what they're looking for. Prior to school starting if nothings changed with a full summer of humidity, they should look at taking further action. Mr. Bardwell asked about using the HOB0 Reader and using those pictures; Mr. Beaulieu stated the HOB0 Reader is for taking humidity readings not pictures. Mr. Bardwell suggested having a solution to resolving the humidity issues for the fall/winter Ms. Grady stated she doesn't feel they should be putting in any more money to correct this. Mr. McBey stated he's pretty confident the floors going to come back and they do have time to see how it goes over the summer. Also there's no benefit to putting any kind of electronics to tell them it's too dry. He recommends sitting on it until August because there's enough going on to say there's an open issue. Ms. Weston stated she agrees legal needs to look at it. The important factor to her was when the warranty started. Mr. Geuther stated with the "extended warranty" that he's offering, it needs to be compared with what was given originally. They have to have some point of reference to compare what he's offering in the extended warranty. Ms. Weston asked if Ms. Verville can send the original warranty to Alan Krans if they have received it. Mr. McBey stated he has the original warranty and it's going to Mr. Urdi's office for review. Ms. Weston asked if he could send it to Ms. Verville and herself so they can send it off to legal. Mr. Bardwell asked if Robbins has been paid; Mr. McBey stated all put retainage. Mr. Bardwell stated they don't have the money to hold over the flooring people and feels as a board they can't expect BPS to be short money for 10-years to make sure the floor is the way they want it. The only thing they can ask BPS to do is hold the retainage. Ray Bardwell motioned to refer the flooring report to the city attorney for his review and report back before making a final decision on even accepting the report; Doris Grady seconded. Mr. Geuther said he hasn't read the specification but guarantees it says the relative humidity has to be kept at a certain range and could be an issue if over the years it's not kept at the proper humidity level. Mr. Beaulieu stated he wanted to point out Mr. Onslager offered to come back twice, in May and July and would like direction to schedule a May visit to compare measurements. To his knowledge a relative humidity reading wasn't taken the last time he was here. He took physical measurements of the boards and moisture content of the wood. As long as they ask him back he can provide the data on the boards and on actual changes happening. Ms. Weston asked for the original warranty so she can send it off to Mr. Krans along with the report from Robbins.
An oral **VOTE PASSED: 6/0**

- F. Results of Proposal – Repair to Sanitary Lining:** Ms. Morton stated two bids were originally sent out and one responded immediately stating they couldn't give a quote and two additional companies received a bid. Mr. Beaulieu stated the two additional bidders have seen the site and Ted Berry put a camera in the line on Tuesday; Eastern Pipe didn't send in a bid. Mr. Bardwell stated the bid was \$14,575.00 plus \$125.00 per foot for 6" and 8" pipes. Mr. Beaulieu said the only comment Ted Berry had was the accessibility to the tie in points/inlets was good and a lot of pipes have already been worked on. Typically they wouldn't have access and have to cut a hole and they don't have to do that in this case and feels it's an easy job for them. Also Mr. Berry's not guessing because he physically put a camera down the lines and has seen what's there. The other bidder that was there didn't camera the



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line but commented on the physical pipe being imbedded in the gravel and not being able to tell if there were any issues. He seemed to think replacing the pipe all together wherever accessible would be the better option rather than relining it. He was going to get a price from a plumber on replacing versus relining but never sent in a bid. The camera couldn't go past the T in the kitchen so he's not sure how much of the 6" pipe needs to be relined. He got to a point where he saw Orangeburg that could have been past the foundation. Ms. Weston asked what Orangeburg was; Mr. Bardwell stated it was a tar paper pipe used for drainage. Mr. McBey stated they only changed piping under the building footprint that didn't have any other type of pipe. Mr. Bardwell stated he thought they only saw transit or cast iron in the original scope; Mr. McBey said that's all they saw. Mr. Beaulieu stated he could follow-up with Mr. Berry to get his thoughts. Ms. Weston asked if he checked his numbers against Blue Water's and asked if he knew why there was a difference of 30' between the 2 companies; Mr. Beaulieu stated he didn't know. Ray Bardwell motioned to accept the report and have a final acceptance at the next meeting and for Mr. Beaulieu to provide comparisons between the two companies; Carolyn Mebert seconded. Dr. Mebert asked if the material is the same as Blue Water. Mr. Beaulieu stated it's the same product but different application. Blue Water takes the liner and folds it up and saturates it with epoxy and feeds it through the pipe. Ted Berry's process is a drum they charge with air and the liner is inverted; the liner is saturated with epoxy and it actually blows it inside out into the pipe that's open-ended so it can go beyond a break. They put a bladder in and expand it. An oral **VOTE PASSED: 6/0**

Ms. Weston moved Tim Knowles forward from under other items. Mr. Knowles stated at the last meeting they discussed getting a quote from Pro Controls to include the boiler room, café, music and art room that are under Siemens and converting to Pro Controls. The boiler plant is to change out all of the components add new sensors, reusing existing control relays and wiring will cost \$5,000. There could be a couple open-ended items like "c- New wells will need to be installed for each sensor, by others, as the existing wells were removed during the renovation project." This is something between Mr. McBey and him to correct some of the piping to include the wells. Mr. Bardwell asked if the wells were holes in the jacket; Mr. Knowles said that was correct. Two options are a new threaded port that a sensor could thread into or laying a sensor on the pipe, but it wouldn't give as accurate a reading. The other item, "f- Reuse all existing wiring," he believes they have some existing wiring that's been cut during the project. He'd have to trace down some of it as they are going through the project to see where they have some wires that need to be replaced. These are a couple of minor items in the larger scope and are something Mr. McBey and he can talk about. He's pretty comfortable with the proposal \$5,700.00 for the boiler plan, art/music rooms and storage closet. Mr. Bardwell asked if he needs a cushion for the wells and if anyone knew how much it would cost per well. Mr. McBey stated possibly a couple hundred a piece. Mr. Carrier asked how many; Mr. Knowles stated it was two or four, it depends if they need a return sensor in addition to the supply sensor. This puts the entire building on one system. Ms. Weston asked if they could do a not to exceed. Ray Bardwell motioned to approve work not to exceed \$7,000.00; Mark Geuther seconded. A roll call **VOTE PASSED: 6/0**

G. CIP Financial Report – Horne Street School: Ms. Weston read into record the budget available is \$249,156.21 less the \$5,000.00 for plants and \$7,000.00 for Pro Controls, leaving a budget availability of \$237,156.21. Ray Bardwell moved, Carolyn Mebert seconded to approve the CIP financial report. An oral **VOTE PASSED: 6/0**

H. Progress Report – Dennis Mires, The Architects: Mr. Urdi stated they're moving along and the punch list items are being worked on. He received a response from the State regarding some items on CHPs they hadn't clarified or included; those have been done and resubmitted about a week ago. Pella stopped into his office and assured him they'd be in over vacation to take care of the windows. Ms. Weston stated she didn't have her email with her but there was one item Mr. Murdough still had a question on from the packet that was delivered. Mr. Urdi said he responded to 6 of the 7 items in the letter. They lost a point because they have both Merv 11 & 13 filters because some of the units wouldn't allow #13 filters to work. He thought they picked up a couple other points so they're



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right at 30 points with everything submitted. Ms. Weston stated she'd send him the email because there was one follow-up question. Mr. Beaulieu asked about the commissioning response and if he had any indication as to when they'll have every thing in place to complete the commissioning. Mr. Urdi stated he believes they're working with Century to get it done but doesn't have a time frame. Mr. Geuther asked if an investigation has been done out front; Mr. Urdi stated he doesn't believe it's been done because no one has seen him come by. Reno was called after the last meeting asking him to stop by and look at the front of the building and get back to him with options, but he hasn't heard anything. Mr. Urdi will get in touch with him to find out when he'll get the information. Mr. Beaulieu stated his latest information had an outstanding complaint from an abutter saying light is shining into his yard. Mr. McBey stated it was on his report too. Dr. Forsman stated he'd be curious to find that complaint is still current; Mr. McBey stated he's not sure it's an active complaint because it's on the sign-off sheet for the city. Dr. Forsman said currently the lights are right directed onto the parking lot and not going into the yards. Mr. McBey said he'll look into if it's still a problem.

- I. Progress Report – Keith McBey, VP of Bonnette, Page & Stone:** Mr. McBey handed out an update and stated there's a lot more going on. He has the manual for Mr. Urdi to review and should be given to the district once approved. Window treatments, metal wall panels at rear of gym, and lined ductwork at rear of gym have been done. Gym logo, vented base and two boards that needed to be repaired have been done and the toilet room exhaust fans that needed to be rewired are done. During April break the ceramic tile at the six classroom addition gang toilets, VCT repairs of the corridors, Pella, and generator start up will be done. Training, touching up pavement around the gym and training for mechanical, electrical, plumbing and sprinkler with video taping with Mr. Knowles crew will be done (schedule is attached). Mr. Bardwell asked about the ceramic tile repair and if there was a decision on how it was going to be done; Mr. McBey said he'll be taking it back to original specs, grind it, re-flash and get it back in. Joe will be keeping on top of it and make sure it's done right. Mr. Carrier stated there's a fault in one of the floors; Mr. Beaulieu stated there's one in each bathroom and Joe's aware of it; Mr. McBey stated Jeff was too. Metal panels for the front entry area are arriving tomorrow and being installed next week. After April break they were going to do site clean-up but with the big push next week for plantings they will clean up after they're done. On the code enforcement end of things there is the exterior egress lighting that Mr. Urdi was going to have Reno come out to look at. The light issue with the neighbors, Joe and he will work on to see if it's really an issue and get it off the list. They have fixed the heat issue in the nurse's office; John's engineer found the problem; the ERV was bringing back air that was tempered but not enough and was dumping 55°-56° air into the space. When it was commissioned they bumped it up and are dumping warmer air into the space. Mr. McBey stated if it's not right they can tweak it a little more. Mr. Urdi stated they changed the setting from 55° to 72°. Dr. Forsman said from his view point he's more comfortable with it but next fall/winter they'll be able to tell. A lot of the cold issues come from the hall and entry way because there's no heat in the entry way. Mr. McBey said he spoke with Joe about adding a cab heater in the lobby to give a little boost when the doors are open. Ms. Weston asked if he could check with the nurse to make sure it's taken care of; Dr. Forsman stated he'd be in one day over the weekend to check on it. Mr. McBey continued with the rubber treads for the storage room stairs and there was some talk about an exhaust fan for the work room or copier and asked if it was still an issue. Dr. Forsman thought the issue had something to do with CHPs and ventilation of the copy room. Ms. Briggs Badger said a louver door was going to be put in by the copier for CHPs points. Dr. Forsman thought there was also some discussion on whether there was enough space under the door for ventilation and isn't sure if Jans opened that space with an undercut. Ms. Weston asked if it was put on the list to Mr. Murdough. Mr. Urdi said it wasn't part of CHPs. Mr. Beaulieu stated he's put it on his list as an exhaust item and he can speak with Mr. McBey and Mr. Urdi to find out if it's a code issue. Mr. Urdi stated he believes it was a CHPs item. Mr. McBey said they have the exhaust fans for the gang toilet rooms in the core rewired. He's not sure if it's a concern but is wired to run 24/7. Mr. Knowles said they'd save a lot of energy if they tied in a timer clock or to



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the DDC system. Dr. Forsman questioned the size of the vent in the nurse's office and the amount of air going through it. Mr. Urdi said he has to depend on what his mechanical engineers designed. Mr. Beaulieu said technically it's not heating the room but ventilating the room and temper it so the fresh air isn't 30° from outside. Mr. Geuther asked what was happening out in what they call the court yard where it narrows down, it seems very wet. Mr. McBey stated they got into the area this winter and needs to be re-graded and make sure it's running properly. Ray Bardwell moved, Carolyn Mebert seconded to approve the report from Keith McBey. An oral **VOTE PASSED: 6/0**

J. Clerk of the Works: Mr. Beaulieu said they touched on the punch list progression. He's been taking his master punch list and checking off items as they're completed. He's added tabs to his punch so he has a master, and tabs for outstanding items, completed items and out of scope items. The unfinished list are items that need extra attention like the fourth grade wing where the scope of work was less so it has old shades and paint; its on his list but wasn't in the original scope. The library, ESOL and computer rooms don't have shades. Dr. Mebert said she thought the library was supposed to get new shades; Mr. McBey said the library didn't get new windows so it didn't get new shades; only new windows got new shades. Mr. Beaulieu said he has a list of windows that have new, old or no shades. He'll update his list after next weeks push and include a list of all the older shades or no shades. (RECORD NOTE: Carolyn Mebert left at 7:16 p.m.) Mr. Beaulieu said there are some exhaust fans running but there appears to be a couple in the café that may or may not be running. Mr. Knowles said he believes his maintenance supervisor and Joe are tracing that down. Mr. Beaulieu said the meeting with the electrical inspector and feels those fans are tied into a panel that he wants removed. All the breakers are off and it could be there's no power going to the fans. The old kindergarten wing has a whole row of cork boards and one of the items on the staff punch list was to remove the sheets and remove and replace with cork strips. He hasn't found anything in the scope where it was owed to them. These are the type of items his list is coming down to and at some point will need to be discussed to take off the list or get a price from BPS. The majority of the items are from the staff and facilities list. Mr. Bardwell asked how many weeks after the April vacation he'll need to come up with a final punch list of what is owed them; Mr. Beaulieu said he believes they'll have a 95% view by next Friday. There's only 1 item left on the library which is a tag for the electrical panel and signage for the IT room. Mr. Beaulieu said at the last meeting Mr. Geuther asked he isolate the items that weren't under the scope. Once the list is established they can check off what they want prices on and prioritize; he wants to get their base contract done. He met with Jim Maxfield and Rebecca last week and they provided the contractor with their green card; Mr. McBey said it's their sign-off card from individual departments in the city. Mr. Beaulieu said it's a short list with egress lighting off the new wing. There is an emergency light there but it's in the stoop and doesn't light up the parking area and there are some options they can discuss. Mr. Maxfield had an issue on the wording of the letter and is looking for a black and white explanation of exactly how the building will be used during a power outage. If power goes out at 10:00 a.m. on a Tuesday morning do you evacuate or continue without power. He wants to know how the building is going to be used and will be how he interprets the code to determine if the generator is acceptable. Technically he hasn't accepted the generator as is. He has rejected the letter and sent a one line email to the superintendent and he's been trading voice mails with Ms. Verville and doesn't know if it has been done. Mr. Bardwell said they don't want to get caught if Dr. Forsman wants the kids to stay and Mr. Maxfield won't sign off on the CO because they need things and need to spend more money for rewiring; Mr. McBey said Ms. Verville has a pretty good relationship with downtown and she can call Mr. Maxfield and ask what it needs it to say. Mr. Beaulieu said it may not be an issue either way; it could be just for their file. Mr. Geuther stated the generator is to keep the food from spoiling and the building is going to be operated as if the generator wasn't there; if the power goes out and they can't see the kids can go home. The only reason for the generator is to keep the computers working, food from spoiling and pipes from freezing. Ms. Briggs Badger stated she doesn't believe the second letter has been done. Mr. Urdi said the best way to do it is say what Mr.



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Geuther just said because the reason for the generator is to protect the food and boilers and that's it. Mr. Beaulieu said he'll follow-up with Ms. Verville on the letter. He has the update from the engineer doing the commissioning and it's not the final or punch list but there's some preliminary items for the contractor to address like the exhaust fans in the kindergarten wing were tied into the wrong part of the duct so it's hindering the operation the ERV's and is asking that be redone along with the supply & return piping insulation. There are just a couple of items he wants them working on before he issues his final report. Mr. Maxfield wants them to address the panel in the boiler room behind the boiler that feeds maybe 6 exhaust fans and all the breakers are off; he wants the panel eliminated and the feed taken out and at this point they don't know where the feed is. He's working with Joe to see if it can be identified and see what's involved in removing the panel. It's definitely out of scope item and they're looking for the easiest fix before presenting any solutions and pricing. It's not really a new item just a solution to an old one. Mr. Bardwell asked about putting a new panel in; Mr. Beaulieu said he doesn't think it's necessary but a matter of re-feeding the existing fans elsewhere. The biggest challenge is finding where the panel is fed from and their researching it now. He wants it on the record that to his knowledge Jim hasn't approved the generator as a whole. The start up people is coming next week and the switching is all tied in and ready to go. There's one wire, he believes is a control wire that goes from the generator to the switch that he wants proof that its moisture rated wire. The electrician is aware of it and if it's not he's willing to change it out. When pricing eliminating the panel they should include putting a timer on the existing fans as part of the price. Mr. Urdi asked if the State has inspected the lift; Mr. Beaulieu said they did. Mr. Urdi asked if they left them a card; Dr. Forsman said they were going to mail it. Mr. Knowles said he has a letter from the State saying it passed. Ray Bardwell moved, Robert Carrier seconded to accept the clerk's report. An oral **VOTE PASSED: 5/0**

K. Approval of Payments:

- a. Invoice #STC888-000 dated 12/06/10 to WB Mason for \$2,504.11: Mark Geuther moved, Carolyn Mebert seconded approval of payment to WB Mason for a total of \$2,504.11. A roll call **VOTE PASSED: 5/0**
- b. Invoice #460753 dated 2/24/11 to WB Mason for \$391.45: Mark Geuther moved, Carolyn Mebert seconded approval of payment to WB Mason for a total of \$391.45. A roll call **VOTE PASSED: 5/0**

L. Other Business:

- a. Folding Chair Bid: Doris Grady motioned to table a decision on the folding chairs until they hear from Steve Beaulieu on what is remaining and quotes; Ray Bardwell seconded. An oral **VOTE PASSED: 5/0**
- b. Action Items List: Items that have been completed are: look at alternative lighting solutions in parking lot, plans sent to the State Fire Marshall and letter for building aid, snow loads, no heat in nurse's office, and Keith to contact Robbins flooring. Ms. Weston said to keep the photovoltaic open, and replacing the sod won't happen until after the plantings next week and the rain gardens in process. Ms. Weston asked where they stood on resolving the security alarm compatibility with the designer. Mr. Geuther asked if the security system is working; Dr. Forsman said there was a problem with the security pad at the back door that he thinks has been resolved, but the other issue is that when the fire department comes they don't know what they're coming to. They have to go into the IT room and look at the panel where in the other schools it comes up at the station. Mr. Bardwell asked how to resolve the issue. Mr. Knowles thinks at Dover dispatch the compatibility on their end only receives certain systems so they can actually see what the panel is reading and the system they have doesn't speak the same language. Mr. Bardwell stated he thought there was a system they put in to take care of this and questions why it's not working. Mr. Knowles said he has to look into it. Mr. Geuther said his understanding was at first it wasn't dialing to dispatch so they didn't know to come and that's been resolved. The issue now is it's not a fully addressable system and when the alarm goes off they don't know what door or what smoke detector went off. He doesn't know if that has been fixed or not. Dr. Forsman said they also want to



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: Horne Street School – Conference Room
Meeting Date: **Thursday, April 14, 2011**
Meeting Time: **5:30 pm**

be able to see if they have a call to the police department did someone come through the kindergarten door or was a window broken at another point in the school. Mr. Knowles said he has a note to call Barbara Wentworth who's the technical guru at dispatch to see what she's seeing on her end. Window repair is coming, IT Room ventilation no pricing on that yet; Mr. McBey said he's working on pricing. No heat in guidance room has it been done; Mr. Urdi said it's been done or will be done. Mr. Beaulieu said there's a piece of baseboard missing that's being put in. Added is the lighting on the outside of the building and the heat issue in the copy room and what the relationship is with the CHPs requirement. Ms. Weston asked about the display that was going into the foyer as a requirement for CHPs; Mr. Urdi said it wasn't a requirement but an alternative for innovation points and isn't going up unless needed. Ms. Weston asked about the plaque and if a decision was made on who'd pay for it. Mr. McBey stated Mr. Urdi and he's going to take care of it. The other thing was the balance and money; currently they have \$237,156.21 and for her when it comes time to spending the balance, they need to be cautious because the city's in trouble with money coming down from the State and penalties in upwards of \$2.7 million that is going to have to be cut. She would like to see any remaining monies used to pay down the bond instead of taking the bond money at the end of the project. Where things are so up in the air she hopes the JBC can really be frugal because the cities in trouble. Mr. Geuther said to say they need to be frugal from this point forward would leave the impression they haven't been up to this point. Ms. Weston said that's not what she meant; Mr. Geuther said he wants to make sure the minutes understand they have been pretty frugal.

Mr. Urdi said he was asked by his secretary about 3 outstanding invoices and he doesn't know where they are or if there's a problem with them. From December until now they haven't been paid. Ms. Weston said they were waiting for reconciliation of the payments and where Ms. Verville isn't here she's not doesn't know what she found, if anything.

Mr. Beaulieu confirmed he should contact Robbins Flooring and have him come back out in May; members said yes. He asked about the letters for the outside of the building; at the last meeting it was brought up about the font and material type and nothing has been done. Mr. Urdi said Mr. Garand was working on it and thought they were going to go with what is out there. He will check with Mr. Garand and get back to them.

M. Schedule next JBC Meeting: The next JBC meeting is scheduled for Thursday, May 5, 2011 at 5:30 p.m. at Horne Street School in the conference room. Mr. Urdi asked if he needs to be required to be there much more at this point. Mr. Geuther said his opinion the May 5th meeting is going to be reviewing Mr. Beaulieu's list on what they want prices on and don't want prices on and that can be communicated to Mr. McBey on what they need to have prices on. Mr. Urdi said he'll be at the next meeting he was wondering how much further because there isn't much input to get things done other than to follow through on some items. Mr. Carrier said the May 5th discussion will include things done over vacation and may have some concerns they may have to address to them specifically.

N. Adjournment: Ray Bardwell moved, Robert Carrier seconded to adjourn at 8:01 p.m. An oral **VOTE PASSED:**
5/0

Respectfully submitted,

Karen Weston/pm

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