



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: Horne Street School – Conference Room  
Meeting Date: **Thursday, June 30, 2011**  
Meeting Time: **5:00 pm**

### MEETING #114A

- A. **CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, June 30, 2011 at 5:12 p.m. at Horne Street School in the conference room.
- B. **ROLL CALL:** Present were Karen Weston, Mark Geuther, Robert Carrier, Carolyn Mebert, Doris Grady and Ray Bardwell. Also present were Jean Briggs Badger, Superintendent; Malcolm Forsman, Principal; Steve Beaulieu, Clerk of the Works; Tim Knowles, UGL Unicco; and Keith McBey, BPS. Absent was John Urdi, Dennis Mires, P.A. Karen Weston Arrived at 5:15 p.m. and Steve Beaulieu arrived at 5:24 p.m.
- C. **Public Comments:** There were no public comments.
- D. **Approval of Meeting Minutes from June 16, 2011:** Ray Bardwell moved, Mark Geuther seconded to accept the meeting minutes of June 16, 2011. An oral **VOTE PASSED: 5/0**

#### Horne Street Elementary School

- E. **Discussion of Upper Parking Lot and Associated Site Work with Dana Lynch:** Mr. Bardwell stated Mr. Carrier, Mr. Knowles, Mr. Forsman, Dana Lynch and he met to look at the parking lot and surrounding area. Mr. Lynch will be coming back at a later time with a preliminary report and drawing. Mr. Carrier said Mr. Lynch had some questions and concerns. They walked the area and he discussed putting in a ramp versus stairs for the students, fixing the drainage, an alternative for bus drop-offs/pick-ups and the paving. One concern was the area near the café, if someone hits the gas pedal there's nothing in front of the café to prevent a car going through the wall. (RECORD NOTE: Karen Weston arrived at 5:15 p.m.) He discussed putting in some kind of barrier. Mr. Bardwell said they felt there was too much to look at for Mr. Lynch to have anything for tonight's meeting. Dr. Forsman said the bollards outside the kindergarten wing are too close to the building and are being pushed into the building. Mr. Geuther asked if Mr. Lynch was coming back with proposals from his engineer. Mr. Carrier said he'll be coming back with costs and engineer fees; they talked about doing the work in phases and whatever they're able to get done they should do because there'll be no monies to revisit the work again. Ms. Grady stated in the school board packets there was an estimate from Dana Lynch for the Alt. School parking lot of \$130,000.00 and that lot is smaller than HSS. Dr. Mebert stated in a conversation with Mike Russo, the original parking lot was a superficial cover over existing tennis courts. Ms. Grady stated twice there was an attempt to fix the drains in the parking lot and it didn't work. Mr. Carrier said they looked at the parking lot and dumpster area and questioned if they could cut down on the amount of paving; Mr. Lynch was going to look into it. Dr. Mebert asked about the semi-permeable pavement being used at UNH and asked if it worked; Mr. Geuther said it's a good product but is more expensive. (RECORD NOTE: Steve Beaulieu arrived at 5:24 p.m.) Mr. Geuther asked when they could anticipate a proposal; Mr. Bardwell said Mr. Lynch stated he could be at the next meeting.

Ray Bardwell motioned to suspend the rules and move the CIP Financial Report before the approvals, Carolyn Mebert seconded. An oral **VOTE PASSED: 6/0**

- F. **CIP Financial Report – Horne Street School:** Ms. Weston read into record the budget availability as of June 30, 2011 is \$204,234.51. Mr. Bardwell stated the obligation to Blue Water for the sewer lines are still encumbered so the correct amount available should be \$248,668.51. Dr. Mebert asked about the encumbrance for the outside lights; Mr. Carrier stated that was tabled at the last meeting. Mr. McBey stated he will do another change order with a credit for Blue Water. Ms. Grady stated there have been no charges against the encumbrance for Mr. Beaulieu; Mr. Beaulieu stated Unicco will not invoice until they receive a contract and he hasn't done one yet and believes his



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: Horne Street School – Conference Room  
Meeting Date: **Thursday, June 30, 2011**  
Meeting Time: **5:00 pm**

costs will be pretty close to what's been encumbered. Ray Bardwell moved, Robert Carrier seconded to accept the CIP report with the corrected balance of \$246,668.51. An oral **VOTE PASSED: 6/0**

### G. Approval of Change Proposals:

- a. Change Proposal 68 - Paint White Walls @ Classroom 300 for \$1,761.00: Ms. Weston said this was discussed briefly at the last meeting; Mr. Knowles said he has it on his paint list to do this summer. Ray Bardwell moved, Robert Carrier to delete CP #68. An oral **VOTE PASSED: 6/0**
- b. Change Proposal 69 - Magnetic Door Holders (110A) @ Kindergarten Suite for \$1,910.00: Mr. McBey stated this would be for the doors at the kindergarten wing and the magnetic set would be tied into the fire alarm so if the alarm went off the doors would close. They're the only doors like this not set up on the system. Robert Carrier moved, Mark Geuther seconded approval of CP #69 in the amount of \$1,910.00. A roll call **VOTE PASSED: 6/0**
- c. Change Proposal 70 - Bollards @ Generator for \$1,956.00: Ms. Weston asked if the bollards were required by code. Mr. Beaulieu stated they weren't required by code but there's nothing there now to protect the generator from being hit by a plow, etc. Mr. Geuther suggested incorporating putting in the bollards with the site work and possibly reducing the cost. Mr. Carrier said that was a good idea and questioned the cost of \$1,956.00 for 2 pipes. Mr. McBey said the cost is more for the cost of the crew for the site work the pipes are around \$300.00 each and will be filled with cement. Ray Bardwell motioned to defer the bollards to the site work project; Robert Carrier seconded. An oral **VOTE PASSED: 6/0**
- d. Change Proposal 71 - Cabinet Unit Heater @ Lobby for \$7,068.00: Ray Bardwell motioned to delete CP #71 for the cabinet heater in the lobby; Carolyn Mebert seconded. Dr. Forsman stated in the winter the front doors are open a lot and the cold air is brought into the building and it goes down the hallways and goes into the nurse's office because her doors open all the time. Someone suggested installing a unit to help keep the area warmer. Ms. Grady voiced her concerns on paying for an architect and there's still no heat in the nurse's office. Mr. Bardwell asked what the priorities were; Ms. Weston stated they were in charge with the renovations and addition and if there was money left over they would look at doing the parking lot. Dr. Mebert brought up previous conversations on the transfer of heat to an interior room but it wasn't working for the nurse's office. Mr. McBey said near the end of the heating season they noticed the system in the nurse's office wasn't balanced properly. Mr. Geuther stated the heater won't heat the room but temper the air and feels they're acting too quickly. Mr. Carrier asked about doing a half door for the nurse's office where the top's open and leave the bottom closed to try to keep the heat in. Dr. Forsman said he believes the best thing to do at this time is wait. Ray Bardwell moved, Robert Carrier seconded to table CP #71. An oral **VOTE PASSED: 6/0**
- e. Change Proposal 72 - Baseboard Heat & Controls @ ESOL 105 for \$6,130.00: Mr. McBey stated Mr. Urdi and he are working on the disagreement on who's responsible because it's been said the heating was on the drawing but the engineers and BPS never saw it and the originals didn't have it. Mr. Beaulieu stated the discrepancy is between the architect and contractor. Ray Bardwell moved, Carolyn Mebert seconded to table CP #71. An oral **VOTE PASSED: 6/0**
- f. Change Proposal 73 - Exterior Lighting per SK13A for \$8,991.00: Dr. Mebert questioned the cost because she thought the previous price was around \$3,000.00 and it's now close to \$9,000. Mr. Beaulieu said he's also questioning the increase because the previous price was 3 or 4 fixtures at \$3,600.00 and they now have 5 fixtures for close to \$9,000. Mr. McBey stated this includes the new fixtures in the front. Mr. Beaulieu asked if he could provide a breakdown of costs versus a lump-sum; Mr. McBey stated he will get a breakdown. Mr. Bardwell mentioned the light spillage into the neighbor's yard and stated half his yard does get the lights from the parking lot. He mentioned Mr. Knowles was going to test putting up a shade to see if that helped and suggested something needs to be done professionally. Mr. Geuther mentioned part of CP #73 was tied to a



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: Horne Street School – Conference Room  
Meeting Date: **Thursday, June 30, 2011**  
Meeting Time: **5:00 pm**

change order; Mr. McBey stated it could wait a little longer. Mr. Geuther asked about value engineering the fixtures; Mr. Beaulieu stated there were a couple recommendations for the display case and canopy. Ray Bardwell moved, Robert Carrier seconded to table until they receive a break down on costs. An oral **VOTE PASSED: 6/0**

- g. Change Proposal 64 - Overhead Bracing @ Boy's Toilet Room 128 for \$1,751.00: Ms. Weston questioned the sturdiness of the bracing. Dr. Forsman stated it's started to loosen up and is not safe. Mr. Beaulieu stated it was a poor design but this is the best fix for around all urinals. Carolyn Mebert moved, Robert Carrier seconded to accept CP #64 in the amount of \$1,751. A roll call **VOTE PASSED: 6/0**

**H. Progress Report – Keith McBey, VP of Bonnette, Page & Stone:** Mr. McBey stated after the last meeting he's reissues a punch list. The sewer line was discussed and is being fixed during the week of 7/11/11. He's also going to push the punch list that week where the whole team will be there. They need to get any punch list items in the corridor done prior to July 11<sup>th</sup>. He received a verbal proposal of \$5,000.00 to rework the electrical panel. The proposal is for a couple of people for the week and the \$5,000.00 is a not to exceed cost. It's also a good week to take care of the issue where it is a green list item. Mr. Beaulieu stated it will take time because the power into the panel was never identified and needs to be traced back. Mr. Bardwell asked if there were any other electrical tie ups; Mr. Beaulieu said they need to make sure the egress light is to code. The electrical engineer says it's to code but the fire department is saying it's not. Ms. Weston asked if they could check the area with the light reader. Mr. McBey said it'll be addressed when they're here. Mr. Bardwell asked if the generator was on-line; Mr. McBey stated the work has been done. Mr. Knowles stated the letter is still in draft form. Ray Bardwell moved, Robert Carrier seconded to clean the electrical panel as required and not to exceed \$5,000. A roll call **VOTE PASSED: 6/0** (RECORD NOTE: Karen Weston left at 6:25 p.m.)

**I. Clerk of the Works Report:** Mr. Beaulieu stated he had a couple of questions for Mr. Urdi on the as-builts and recommends accepting the as-builts after the questions have been answered. The sewer relining has been scheduled with Ted Berry for the week of July 11<sup>th</sup> for 4-5 days. The water will be shut down to several areas in the building during that time for the work to be done; he'll coordinate with Ted Berry Co. and report back to the members at the next meeting. He spoke with Mr. McBey and they're working on a big push on the punch list and will add the overhead brace that week if they can get the materials. He'll get in touch with John Urdi to get the commission wrapped up and will contact Vic Reno and check on the exterior lighting and measuring the levels of light in the parking area. Mr. Bardwell asked about the gym and ventilation; Dr. Forsman said the nurse stated at the end of the school year the gym was unhealthy for students. Mr. Beaulieu suggested waiting until after the commissioning and the checking on the coils to make sure they were installed right before moving forward. Mr. Geuther asked about the duct work; Mr. Beaulieu said there's nothing in the gym and couldn't say if any airs moving at the other end of the gym.

**J. Other Business:**

- a. Action Item List: Dr. Forsman asked about the IT room off the foyer; Mr. McBey said he gave prices to swap out the unit and the engineer gave an alternate based on the number of possible vent unit. Mr. Beaulieu said it's a cooling issue and the equipment wasn't set up for winter.

Mr. Bardwell asked if members wanted Mr. Carrier and he to continue working with Dana Lynch; members were okay with it. Ms. Grady asked if there was going to be a fee for the work he'd bring; Mr. Bardwell said not for any conceptual work. Mr. Geuther questioned if they would have to go out to bid; Ms. Briggs Badger said she didn't believe they did for the design. Mr. Carrier suggested checking with Atty Krans to make sure.



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**  
Meeting Location: Horne Street School – Conference Room  
Meeting Date: **Thursday, June 30, 2011**  
Meeting Time: **5:00 pm**

**K. Schedule next JBC Meeting:** The next JBC meeting is re-scheduled for Thursday, July 14, 2011 at 5:30 p.m. at Horne Street School in the conference room.

**L. Adjournment:** Ray Bardwell moved, Robert Carrier seconded to adjourn at 6:45 p.m. An oral **VOTE PASSED: 5/0**

Respectfully submitted,

*Karen Weston/pm*

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