



DOVER SCHOOL DISTRICT

## JOINT BUILDING COMMITTEE – MINUTES

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

### MEETING #115A

- A. **CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, July 14, 2011 at 5:30 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; Mike Limanni, Business Administrator; Steve Beaulieu, Clerk of the Works; Tim Knowles, UGL Unico and Dana Lynch. Absent were John Urdi, Dennis Mires, P.A. and Keith McBey, BPS.
- C. **Public Comments:** There were no public comments.
- D. **Approval of Meeting Minutes from June 30, 2011:** Ray Bardwell moved, Carolyn Mebert seconded to accept the meeting minutes of June 30, 2011. An oral **VOTE PASSED: 6/0**

#### Horne Street Elementary School

- E. **CIP Financial Report – Horne Street School Project:** Ms. Weston read into record the total available budget available as of July 14, 2011 is \$248,097.01. Ms. Grady asked about the retainage still outstanding and if it was all owed to BPS. Mr. Geuther said it is owed to BPS and is what was on the payment applications. BPS is due the money, which they can hold if there are any issues that can't be resolved. Mr. Carrier said if it's a performance failure the retainage comes in. Mr. Beaulieu stated that's why the verbiage on the certificate of completion is so important. Robert Carrier moved, Carolyn Mebert seconded to accept the CIP report with the corrected balance of \$248,097.01. An oral **VOTE PASSED: 6/0**
- F. **Discussion of Upper Parking Lot and Associated Site Work with Dana Lynch:** Mr. Lynch stated he met with Tim, Ray, Bob and Mal on the issues for the parking lot like the drainage and traffic circulation. He pulled out an ariel view of the parking area with the changes proposed. A few issues are uneven and deteriorating pavement, parent pick-up and drop-off areas, some catch basins where there's uneven pavement so water flows around them, and the stairs to the playground where he's unsure if they're in compliance. He would like to resolve the "unsafe" parking near the café because the pavement pitches down to the sloped grant curbs and there are no physical barriers to keep cars from possibly going into the café. He broke the project down into two phases and stated the second phase isn't as important. He said if they looked at the parking lot at the Alt school it shows what could happen to the parking lot at HSS. He would like to put an under drain system to move the water out of the area. Another suggestion would be to move the vertical granite and put in bollards and also in front of the sidewalks and make the area exclusive for handicapped parking and would alleviate parent pick-up and drop-offs. There'd be no curbing in the area and put at grade and ease for handicap and would define the access to the school. Get rid of the stairway and double the width with a ramp and would move out for 140'-150' but if they move forward there would be more definite work. There'd be signage to prevent parent further drop offs in the area. Dr. Forsman stated it's more like a valet services and there's always teachers outside to get the kids to the cars. He agrees with the 3 handicap spaces but doesn't want kids to get used to using that area. Mr. Lynch stated they can move it down and add curbing but it comes down to enforcement. Phase 2 would be adding length; currently the entrance is a little off center and is a safety issue. They would line it up and realign staff parking and not make it part of the drop-off pattern. He looked at making the drop-off area flow and can pick up green strip for trees and signs. He stated they have a plan that doesn't cut down any trees and they have a longer flatter grade for handicap from the parking lot to the school. They'd improve the drain with regarding at the area near the playground. There'd be a cut off with a gradual swale and tie it into the catch basin and will pick up some of the flow and they'd work with the city to tie into another



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system. They could also just repave the parking lot but there'd be no benefit and would have to repave about every 10 years. Approximate costs for phase 1 is \$100,000.00 and includes an under drain and regrinding of the pavement and phase 2 would be for around \$85,000.00 and would be a project that would go into the fall. Mr. Bardwell asked if the engineering costs included inspections; Mr. Lynch stated they didn't. Ms. Weston asked if he took into consideration the city ordinances for the required number of handicapped spaces; Mr. Lynch said the rule is 1 per 25 people with 1 van accessible at 8' wide. He designed 1 van and 2 regular spaces. Ms. Weston asked if it included test borings; Mr. Lynch said it did. He tried to find documents on what was done previously but wasn't able to find much information. Ms. Weston about the time frame for both phases; Mr. Lynch stated it would be the same time frame for one or both phases. He suggests doing the engineer design for the whole project but can go out to bid in phases and if the numbers work they can do both phases. Ms. Grady stated they've made 3-4 attempts to correct the drainage issues and suggested they look to see what was done previously so they don't do the same things. Mr. Lynch stated there's variations on what's been designed and it's not what's been done and he's not sure why. Dr. Mebert asked about how long perforated pipes been around; Mr. Lynch stated back in 1980 when he was in Rhode Island he designed a section of highway with perforated pipe and it's only been paved once in 31 years. Mr. Knowles said there wasn't a lot of engineering in past projects and there was a lot of band-aids that didn't solve the issues and if they should think about doing it right. Dr. Forsman stated he has some records but they're not complete. Ms. Grady said Nick Skaltsis was involved with the bus loop project and could have been involved in others. Dr. Mebert asked if the work would be done next summer; Mr. Lynch said that would be the best way and time. Ms. Weston stated another dilemma is the work would be done almost a year past the original time frame and elections so some of the members might not be on the committee. Mr. Limanni stated if they rush they could end up with what they have now. Mr. Carrier suggested having the engineer plan done over the next 1-2 months and for them to go out to bid and encumber the money so it can't be rescinded. Mr. Geuther stated where there's no survey is he confident the additional parking is on school property; Mr. Lynch stated it was. Ms. Weston asked if the ramp was in phase 1; Mr. Lynch stated it was. He also stated he made sure there was enough room for vehicles to get in for the dumpster because he's trying to avoid putting in retaining walls. Mr. Beaulieu stated there is a slope where the current handicap and stated he believes there's a slab under that section because during the winter there was a 3" drop. Mr. Geuther asked if it could be done during school; Mr. Lynch stated it would cost more because they would need to work weekends and nights because of safety issues with equipment and trucks. Dr. Forsman stated there could also be a fire safety issue. (RECORD NOTE: Dana Lynch left at 6:30 P.M.)

Ms. Weston stated she feels the condition of the gym is priority and asked if there were any further thoughts of putting a humidifier in the gym. Mr. Beaulieu stated the floor is significantly better and in another month it will be as tight as it can be, there's a user item to look at air conditioning system and temper with humidity for the winter. His feelings are there aren't too many days where it's that hot and if they go down the road it will be substantial costs plus the design and isn't sure the cost is justifiable. Mr. Carrier questioned if it was a code issue if they left the doors open while students came in to possible cool the gym. Dr. Forsman said the issue is that it draws air off the roof. Mr. Beaulieu stated the ERV takes outside air and runs it through and exchanger taking as much heat out and circulates it; it won't cool the air like an air conditioner. Dr. Forsman said one issue is that there's no air movement and feels if the air can be moved it wouldn't be as bad. He thought at one point the nurse was going to tell them they wouldn't be able to hold anymore assemblies because of the heat. They have several assemblies over the year and some are scheduled months in advance and he can't tell the teachers they can't have an assembly because it's too hot. Ms. Weston stated as an end user they can address the design after they know all the information and they don't have the commission report and questions setting money aside. She spoke with Attorney Krans and stated they can waive bidding for the engineering. Carolyn Mebert motioned to move forward with the engineering for phases 1 & 2 not to exceed \$20,000.00, there was no second. Mr. Bardwell stated it's approximately \$207,000.00 and which



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leaves a balance of approximately \$38,000. He suggested going back to Mr. Lynch asking if he could cut back on phase 2 and do an overlay with drains and feels it's critical to do the down drains in phase 1. Ms. Briggs Badger stated there's around \$600,000.00 in impact fees and they used money to help at WPS. She also stated if they don't use the money after 6 years it goes back to the developers. Ms. Grady questioned if, as a committee, they can move forward doing the parking lot. Mr. Carrier stated there are 72 new students and they increased the size of the building and is now a safety issue and can justify as a committee moving forward hiring an engineer and they don't have to approve any bids until the gym is fixed. Ms. Weston stated again that she's already spoken to the city attorney and he didn't have a problem with them hiring an engineer and feels it's within the scope for the lower lot where construction vehicles used the area. Carolyn Mebert motioned to ask Dana Lynch to do the engineering with a not to exceed \$20,000.00, Ray Bardwell seconded. Mr. Limanni suggested they should have the engineer do phases 1 & 2; there is time for clarification on the gym and should look at the impact fees for the upper lot. Mr. Beaulieu stated there will be additional fees and there won't be any savings if they reduce the size of the scope or do one phase versus both phases. Carolyn Mebert withdrew previous motion, Ray Bardwell seconded. Mr. Geuther said a couple issues is one, the storage trailers large trucks driver over the upper lot. Also this won't be the end of fees because if they go out to bid themselves they will want supervision and \$22,000.00 is at the limit and said he wanted a defined proposal for \$22,000.00 so he can understand what they're getting for that amount and would want before they vote to move forward. Carolyn Mebert motioned for a friendly amendment vote not to exceed \$22,000.00 pending a more defined proposal of what's included; Ray Bardwell seconded. A roll call **VOTE PASSED: 5/1** (Grady opposed). Mr. Carrier stated no matter what they decide to do they received a quote from Mr. Urdi of \$30,000.00-\$40,000.00 to just replace the stairs. Mr. Beaulieu mentioned he should receive the commissioning report in approximately 3 weeks.

- G. Other Business:** Mr. Beaulieu brought up the locks on the doors between the classrooms and said the lock process is too intricate and was told there was an agreement to disable it by removing a pin. The fire department had a concern about the locks and is why there are signs needed. The doors still work they just won't lock. Mr. Geuther stated the issue is if someone enters a classroom they'll be able to go down the entire side. With away passage sets a person can't be confined in a specific room and they paid extra money for this specific lock along with the signage next to all doors required by the inspector. Dr. Forsman stated the issue is with the type of lock and getting them to lock correctly. He wants to close the doors and have them locked on both sides. He was told they were storage locks and the fire department has concerns and said they need to remain unlocked except with a lock down. Current locks are hallway locks and believe that's not what they wanted because they can only be locked on one side. Ms. Grady stated there's information regarding the locks in what Mr. McBey emailed to members. Ms. Weston stated they need Mr. McBey for more clarification. She also requested Mr. Beaulieu's contract and Ms. Morton's contract be on the next agenda.
- H. Schedule next JBC Meeting:** The next JBC meeting is scheduled for Thursday, July 28, 2011 at 5:00 p.m. at Horne Street School in the conference room.
- I. Adjournment:** Carolyn Mebert moved, Robert Carrier seconded to adjourn at 7:25 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

*Karen Weston/pm*

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