



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: SAU Conference Room
Meeting Date: **Monday, May 7, 2012**
Meeting Time: **5:00 pm**

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Monday, May 7, 2012 at 5:19 p.m. at the SAU Curriculum Conference Room. Present were Mark Geuther, Doris Grady, Ray Bardwell, and Karen Weston. Also present were Business Administrator Mike Limanni, Superintendent Jean Briggs Badger and Clerk of the Works Steve Beaulieu. Betsey Andrews Parker and Bob Carrier were absent.
- II. Public Comments:** None
- III. Approval of Meeting Minutes from March 22, 2012:** Mark Geuther moved, Ray Bardwell seconded to approve the minutes of the meetings listed above. An oral **VOTE PASSED 4/0.**

Horne Street Elementary School

IV. CIP Financial Report—Horne Street School Project

Business Administrator Mike Limanni summarized the Financial Report and stated that obligations are \$226,470.43 and retainage remains at \$25,000. This includes \$197,305 for the parking lot that will start sometime in late June. The budget availability is \$7,384.21.

Mr. Limanni stated there are no outstanding invoices. Ms. Weston questioned the payment for CHPS certification. Mr. Limanni said that he doesn't believe that it has been paid.

Ms. Briggs Badger summarized payments for CHPS from the financial report. Ms. Weston commented that the JBC would need to determine what to do with the outstanding obligations. Mr. Limanni responded that he would have a project wrap up to determine what would be invoiced and to make sure that payment isn't expected. Mr. Limanni added that he invited Dennis Mires to attend this meeting.

Mr. Bardwell asked if Mr. Limanni was asking for approval for payment of the remaining obligations. Mr. Limanni responded that this is just the financial statement. Remaining items are 8,991.00 for Exterior lighting, 5,299.00 for temporary storage, 870.00 for winter repair work and a credit of 460.00 for seeding at the front of the building. Extra emergency lighting of 1,925 would remain an open purchase order. There has been no invoice for this amount and is not included in the request to pay the 14,700 amount on manifest.

Mark Geuther moved, Ray Bardwell seconded adoption of the financial report. An oral **VOTE PASSED 4/0.**

V. Discussion:

a. Certificate of Occupancy

Mr. Limanni presented the Certificate of Occupancy to the JBC.

Mrs. Grady asked if it need to be turned over to the City Council. Ms. Briggs Badger stated that a resolution would be done when the project is done and presented at that time. This should be sometime at the end of the summer or early fall.

Mr. Beaulieu reminded the JBC to make sure that everything is working correctly before warranties start. If an item isn't 100%, the warranty shouldn't begin until it's resolved. BPS shouldn't be told that they are done, just



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because there is a CO. ProControls are still an issue and the bugs need to be worked out before signing off on them. Mr. Bardwell recommended sending a letter to this effect.

Mr. Limanni commented that there have still been recent issues with Pro controls.

Mr. Beaulieu stated that Tim Knowles is now able to see when incidences of malfunction are occurring.

Mr. Bardwell asked if it was a design problem. Mr. Beaulieu responded that it could be a problem with designs by Dennis Mires. This would be a good reason to hold back payment to him.

It is only recently that the district has been able to monitor the system. The entire system can now be seen though the computer monitoring. It hasn't been determined if the controls weren't installed correctly or if it's another issue.

Mr. Beaulieu commented that Mr. Knowles has been telling them all along that there is a control issue.

Mr. Bardwell commented that the JBC is still in limbo state.

Mr. Bardwell suggested that it be documented and sent to Dennis Mires and Keith McBey since other people work for them.

Mr. Beaulieu added that either Mires Architects or BPS is responsible for the issue.

Mr. Bardwell asked if Keith did his due diligence. Mr. Beaulieu responded that if BPS placed the thermostat where it was requested then he was most likely cleared whether it works or not.

Ms. Weston asked if we knew if BPS did that. Mr. Beaulieu responded that the engineer said it was installed per specifications, but not working the way it should. It's either poor design or an installation glitch.

Mr. Limanni asked if the payment is held to project manager since they are responsible for sub contractors. Ms. Weston stated that we do not know what the issue is.

Mr. Limanni stated that he has already received calls from sub contractors looking for payment. He referred them to BPS for payment.

Ms. Weston again recommended sending a letter to both BPS and Mires to straighten out the issue.

Mr. Beaulieu commented that Tim Knowles is in the middle and can help to identify the problems.

Ray Bardwell moved, Karen Weston seconded authorizing Mike Limanni to send a letter to BPS and Dennis Mires stating that the warranties on all mechanical and/or ventilation systems will not start until the systems are functioning properly and fully operational to the owner's satisfaction. An oral **VOTE PASSED 4/0**.

Mr. Geuther recommended paying the \$14,700, but holding back the \$25,000. Ms. Weston added that they need to fix these systems as opposed to the district so that the warranties will not be voided.



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Mr. Beaulieu also recommended that before the last payment is made, there should be a request for lien holders from all sub contractors to prove that they have all been paid.

VI. Approvals:

a. CIPM#690 Payment for Remaining Retainage: \$25,000

Mark Geuther moved, Ray Bardwell seconded to table payment. An oral **VOTE PASSED 4/0**.

b. CIPM#691 Payment for balance of contract: AIA Application #18: \$14,700

Mark Geuther moved, Ray Bardwell seconded payment to BPS for a total of \$14,700. A roll call **VOTE PASSED 4/0**.

Mrs. Grady asked what is being held back. Mr. Geuther stated that BPS would be owed \$25,000 and Dennis Mires would be owed \$12,540.43.

Ms. Weston confirmed that the lighting issues have been taken care of.

Mrs. Grady asked Mr. Limanni to check with Libby to see if \$2,000 has been paid to Dennis Mires.

Record Note: Ms. Simmons confirmed that this amount has not been paid to Mr. Mires. It was invoiced on May 5, 2011, but never paid.

VII. Other Business:

Another meeting will not be scheduled at this time. Mr. Limanni will send an email when resolution to the issues are resolved.

Ms. Weston asked the JBC if they thought the remaining funds (\$7,384.21) be turned over to the city for a capital fund or if it should be spent.

Mr. Limanni recommended retaining it for issues that arise. Ms. Weston just wanted committee members to think about it.

Mrs. Grady thought there may be change orders. She is curious to see if the lower parking lot is fixed. They haven't been able to do it in the past and have been trying since 1970.

Ms. Weston suggested using funds for landscaping around the parking lot if they are still available.

Mrs. Grady asked about the gym floor and it was stated that it is better than last year and Mr. Beaulieu noted that if it settles like it's supposed to, it should be all set.

Ray Bardwell moved, Mark Geuther seconded to adjourn at 5:53 pm. An oral **VOTE PASSED 4/0**.



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Respectfully submitted,

Karen Weston/ral

Karen Weston, Joint Building Committee Chairperson
Joint Building Committee
KW/ral