



**DOVER SCHOOL  
DISTRICT**

**JOINT BUILDING COMMITTEE  
DOVER HIGH SCHOOL AND REGIONAL CTC  
MINUTES**

Meeting Type:	Regular Meeting
Meeting Location:	Media Room 305, McConnell Center
Meeting Date:	<b>Thursday, September 25, 2014</b>
Meeting Time:	<b>2:30 p.m.</b>

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order on Thursday, September 25, 2014 at 2:30 p.m. in the Media Room 305 in the McConnell Center. Present were Robert Carrier, Amanda Russell, Sarah Greenshields, Jason Gagnon, Wayne Coolidge and Matt Severson. Also present were Superintendent Elaine Arbour, Business Administrator Karen Taylor, Dover High School Principal Peter Driscoll, CTC Director Louise Paradis and Facilities Director Jeff White.
- II. FINAL INTERVIEWS OF FIRMS FOR NEEDS ASSESSMENT, SITE SELECTION AND DESIGN SERVICES RFQ**
- 2:30 p.m. – 3:30 p.m. HMFH Architects, Inc.**
- 3:45 p.m. – 4:45 p.m. Lavallee Bresinger Architects**
- III. GENERAL DISCUSSION:** The committee decided they would contact three high schools/CTCs from a list provided by the firms to find out how the schools felt about working with the specific firms before selecting one to recommend to the school board.
- Amanda Russell moved / Jason Gagnon seconded that the committee authorize the Superintendent to set up phone reference interviews that will include no more than two voting members of the JBC, the facilities director, the Superintendent and other staff that are applicable or available. An oral **VOTE PASSED 6/0.**
- In order to complete the reference checks before making a final decision, the committee also decided that they may wait to meet again until Thursday 10/2 or Tuesday 10/7.
- IV. ADJOURNMENT:** Jason Gagnon moved/ Amanda Russell seconded to adjourn the JBC meeting at 5:40 p.m. An oral **VOTE PASSED 6/0.**

Respectfully submitted,

*Melissa Glidden*

Melissa Glidden, Recording Secretary