DOVER SCHOOL DISTRICT	JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES
	Meeting Type: Regular Meeting Meeting Location: Superintendent's Conference Room Meeting Date: **Thursday, December 17, 2015** Meeting Time: **4:30 p.m.**

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, December 17, 2015 at 4:35 p.m. in the Superintendent's Conference Room at the McConnell Center. Present were Robert Carrier, Jason Gagnon, Sarah Greenshields, Mark Geuther, and Matt Severson. Amanda Russell was excused. Also present were Business Administrator Karen Taylor, High School Principal Peter Driscoll, CTC Director Louise Paradis, Facilities Director Jeffrey White, HMFH Project Director Laura Wernick, HMFH Project Manager Tina Stanislaski, HMFH Project Coordinator Bobby Williams, PC Construction Senior Project Manager Garret Bertolini, PC Construction Vice President Joseph Picoraro, and Dover City Planner Christopher Parker.

II. **CITIZENS' FORUM:** No one addressed the JBC.

III. **APPROVAL OF MEETING MINUTES FROM DEC 8, 2015:** Matt Severson moved / Sarah Greenshields seconded to approve the minutes of the meeting listed. An oral **VOTE PASSED 5/0**.

IV. **FINANCIAL REPORT**: Ms. Taylor reviewed the Summary of Contract Amounts and Total Costs for the Feasibility Study and for Design Services, Additional Geotechnical Engineering Services, and Construction (Attachment A).

   a. **AUTHORIZATIONS:** Sarah Greenshields moved / Jason Gagnon seconded to pay manifest CIPM#DHSCTC016 in the amount of $398,498.63 to HMFH. A roll call **VOTE PASSED 5/0**.

V. **DISCUSS RECONCILED COST ESTIMATES:** Ms. Wernick passed out an overview of the Cost estimating process for Dover High School and CTC (Attachment B). She indicated that the list of "Deduct Alternatives" on page two was a starting point from HMFH's perspective on items that could be taken out or considered at a later date depending on the contingency funds. She asked the committee to consider over the weekend which items they would like to keep in the scope of the project. The committee discussed whether or not capital reserve funds for the athletic program could be used for upgrades around the track area. Ms. Taylor said she would research the matter. Mr. Gagnon asked about an idea put forth by Gary Bannon regarding building the third gym out of alternative materials and not completely part of the main high school. He asked if HMFH could research that idea and the cost. HMFH agreed to do so. The committee asked for further detail regarding the longevity of the reduced paving and the thickness of the flooring. HMFH agreed to bring that information to the meeting on the 22nd. They indicated they would continue to come up with other alternatives for next Tuesday. PC passed out their Schematic Design Estimate for the project (Attachment C) for review, as well.

Ms. Greenshields mentioned that many photovoltaic projects in New Hampshire are owned by third parties, so the school purchases the electricity from a different company. She continued that the cost would not need to be added into the project cost, but instead into utility costs. She shared that due to the tax credits going away, the fees may be more than in the past. She voiced concerns about wiping out any solar budget and asked that the committee really explore all the options. Mr. Williams reminded the committee that the building will be structurally designed to be able to accommodate photovoltaics, if it is possible to install them at a later date. Mr. Parker shared that the city has just hired Ameresco Solar to review the entire city for possible solar opportunities and the scope will include looking at the new high school. He agreed to keep Ms. Greenshields and the committee apprised of the study.

Mark Geuther left at 6:38pm.

VI. DISCUSS INFORMATION ON XQ SUPER SCHOOL PROJECT: Ms. Glidden shared on behalf of Superintendent Arbour that after consulting with the Bond Bank, the city finance director determined that the committee would not be able to use project funds to hire a consultant for grant preparation or developing a profile to be used for other types of donations or fundraising. HMFH asked that Dr. Arbour contact them to see if there might be a way for them to assist in compiling some information.

VII. REVIEW FUTURE MEETING SCHEDULE: Ms. Glidden passed out an updated calendar (Attachment D). The committee confirmed that the next meeting would begin at 4pm on the 22nd and that they would meet on the 23rd if needed.

VIII. MATTERS OF INTEREST: None.

IX. BUILD NEXT AGENDA & REVIEW ACTION ITEMS:

A. Add "vote on PSS #6"

X. ADJOURNMENT: Sarah Greenshields moved / Matt Severson seconded to adjourn the JBC meeting at 7:14 p.m. An oral **VOTE PASSED 4/0.**

Respectfully submitted,

Melissa Glidden
Melissa Glidden, Recording Secretary