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: **Tuesday, February 2, 2016** 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 Tuesday, February 2, 2016 at 4:30 p.m. in the Superintendent's Conference Room at the McConnell Center. Present were Robert Carrier, Mark Geuther, Sarah Greenshields, and Amanda Russell. Jason Gagnon and Matt Severson were excused. Also present were Superintendent Elaine Arbour, High School Principal Peter Driscoll, CTC Director Louise Paradis, Facilities Director Jeffrey White, HMFH Project Manager Tina Stanislaski, HMFH Project Coordinator Bobby Williams, PC Construction Senior Project Manager Garret Bertolini.

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

III. **APPROVE MEETING MINUTES FROM JAN 26, 2016:** Amanda Russell moved / Sarah Greenshields seconded to approve the minutes of the meetings listed above. An oral **VOTE PASSED 4/0**.

IV. **FINANCIAL REPORT (Attachment A):** Ms. Taylor shared that there had been no changes to the DHS-CTC Financial Summary since the last meeting.

V. **APPROVE JAN STATUS REPORT AND FINANCIAL REPORT (Attachments B & C) TO BE SUBMITTED TO THE CITY COUNCIL AND SCHOOL BOARD:** Sarah Greenshields moved / Amanda Russell seconded to approve the JBC monthly status report including an additional bullet listing that HMFH continues to meet with the DHS & CTC staff concerning the site plans. An oral **VOTE PASSED 4/0**.

VI. **REVIEW COURTYARD LAYOUT:** Ms. Stanislaski handed out a packet including the current proposed site plan (Attachment D, page 2).

VII. **REVIEW ANIMAL SCIENCE CENTER LAYOUT:** (Attachment D, page 3)

VIII. **REVIEW CLASSROOM SPACES AND PRIMARY DHS SPACES:** (Attachment D, page 4-9) HMFH shared how they are continuing to look at ways to integrate color and shapes to help break up the large spaces in the building to assist in ways to visually identify where you are. The committee agreed that color and shape are important details that make the building easier to navigate, as well as more enjoyable to be in.

Dr. Arbour asked if the packet that they were currently reviewing will be what the JBC brings to the school board for review prior to the next design stage. Discussion ensued. The committee determined that they would present a packet similar to the one reviewed this evening to the School Board on Feb 8^{th} and then have the full specs available to the School Board on March 15^{th} for a formal approval. HMFH will also attend the 2/8 meeting to be available for questions. Amanda Russell moved / Sarah Greenshields seconded that they bring forward the plans that they reviewed this evening to the board for a preliminary presentation and then provide the board with access to

HMFH's documents for March 14th and take a vote by the board on March 21st. Ms. Russell amended the motion to have the access provided on the 15th. An oral **VOTE PASSED 4/0**.

IX. UPDATE ON XQ SUPER SCHOOL PROJECT APPLICATION: Ms. Glidden shared that the submission was in good shape and that they still planned to submit on February 10th.

X. REVIEW FUTURE MEETING SCHEDULE AND DISCUSS MEETING FREQUENCY: The committee confirmed that the next meeting was on Tuesday, Feb. 16th.

XI. MATTERS OF INTEREST: BUILD NEXT AGENDA & REVIEW ACTION ITEMS: Ms. Greenshields mentioned that Betsey Andrews Parker had asked about whether or not the skate park could be relocated to the high school campus if needed. Discussion ensued. The committee agreed that it would not be an option to consider due to the liability issues.

HMFH shared that they approved Nobis' contract for the turf field schematic design and asked that the JBC approve the next phase of the contract (design development). Amanda Russell moved / Sarah Greenshields seconded that we allow Nobis to complete the contracted services for the turf. A roll call **VOTE PASSED 4/0**. Jason Gagnon and Matt Severson were not present.

Mr. Williams shared that they have established the basis of design for the turf field. He continued that the athletic department will be assisting them in finding names of companies that have recently worked for other schools in order for them to obtain a few assessments. He commented that once they have further information they can make a decision on the scope. Ms. Stanislaski stated that the committee will also need to make a decision soon on the type of turf used and that they will provide some further information on it.

Mr. White shared that Amerisco had contacted him about the new building and he wanted to make sure the committee was comfortable with him advising them with the assistance of HMFH. The committee responded that they were.

XII. ADJOURNMENT: Amanda Russell moved / Sarah Greenshields seconded to adjourn the JBC meeting at 6:26 p.m. An oral **VOTE PASSED 4/0.**

Respectfully submitted,

Melissa Glidden
Melissa Glidden, Recording Secretary