JOINT BUILDING COMMITTEE
DOVER HIGH SCHOOL AND REGIONAL CTC
MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	**Tuesday, February 16, 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 16, 2016 at 4:30 p.m. in the Superintendent's Conference Room at the McConnell Center. Present were Robert Carrier, Jason Gagnon, Sarah Greenshields, Amanda Russell, and Matt Severson. Mark Geuther 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 and PC Construction Project Manager Scott Blair.

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

III. **APPROVE MEETING MINUTES FROM FEB 2, 2016:** Amanda Russell moved / Sarah Greenshields seconded to approve the minutes of the meetings listed above with a name correction on page two under Matters of Interest. An oral **VOTE PASSED 4/0**. Jason Gagnon abstained.

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

   a) **AUTORIZATIONS:** Amanda Russell moved / Jason Gagnon moved to approve manifest CIPM# DHSCTC018 in the amount of $337,250.00. A roll call **VOTE PASSED 5/0.**

   b) **DISCUSS BILL FROM SEBAGO TECHNICS:** Ms. Taylor shared that the SAU had received a statement directly from Sebago and that her understanding was that HMFH was paying them directly. Ms. Stanislaski shared she had asked Nobis to document all the problems they had in regards to the survey and will forward the information to the committee. She also mentioned that they had been corresponding with Sebago regarding the incomplete and inaccurate information on the Survey and would not be paying the final bill until both parties were in agreement as to what constitutes Sebago meeting their contractual obligations and/or how to meet them.

V. **REVIEW LEARNING COMMONS, MEDIA CENTER AND CTE SPACES:** HMFH passed out a handout (Attachment A). Mr. Williams reviewed the updated exterior layout, each floor, some interior hallway views, interior classrooms, labs, and the library. He then walked through each CTE department.

Mr. Carrier commented that he had concerns about the look of the entrance and asked the committee for their thoughts. Ms. Stanislaski noted that it is difficult to see the entirety of the entrance from one drawing and that they will be bringing a three dimensional model for the committee to view. Discussion ensued. The committee agreed that the key will be to bridge the gap between the rich mill past of Dover and a space that is inspirational. The committee also agreed that they would like a building that has a timeless and elegant look that will weather time.

VI. UPDATE ON XQ SUPER SCHOOL PROJECT APPLICATION: Ms. Glidden shared that the application was submitted on February 11th and that the "Develop" invitations would be issued on April 1, 2016. She relayed that "Develop" applications will be due in May 2016, although a specific date has not yet been released, and that winners will be announced in August 2016.

a) VIEW FILM CLIPS:

VII. REVIEW FUTURE MEETING SCHEDULE AND DISCUSS MEETING FREQUENCY: The committee confirmed that the next meeting was on Tuesday, Mar. 1st. Ms. Glidden shared that a special school board session has been scheduled for March 21st to approve the "plans and specifications" that will be made available to them on March 15th. Mr. Carrier suggested that the current information be made available to the police chief, fire chief, building inspector and the city manager for review, so that they can also give their recommendation for approval or not to the school board.

VIII. MATTERS OF INTEREST: BUILD NEXT AGENDA & REVIEW ACTION ITEMS:

Mr. Driscoll asked that the committee look at organic fill for the turf field due to the concerns about synthetic fill.

Ms. Taylor mentioned that she has been providing project information to the city for them to share with the bonding company.

Mr. White shared that the recommendation from Nobis was to use a cork option for the turf filed. HMFH remarked that they will present information for multiple options.

Ms. Wernick shared that they have sent out the RFP for the Commissioning Agent and that a decision will need to be made soon as to whether or not they are hired through HMFH or directly by the committee.

Mr. Carrier mentioned that the committee needs to be aware that they will be hit with a surge impact fee and that they will need to work that number into their budget. Ms. Taylor said she will obtain the current square footage in order to determine the difference.

IX. ADJOURNMENT: Amanda Russell moved / Sarah Greenshields seconded to adjourn the JBC meeting at 6:36 p.m. An oral **VOTE PASSED 5/0.**

Respectfully submitted,

Melissa Glidden

Melissa Glidden, Recording Secretary