



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	Monday, May 16, 2016
Meeting Time:	6:00 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Monday, May 16, 2016 at 6:03 p.m. in the Superintendent's Conference Room at the McConnell Center by JBC Vice Chairperson Joe Nicolella. In addition to Mr. Nicolella, present JBC members included Karen Weston, Steve Haight, Keith Holt, and Jan Nedelka. Betsey Andrews Parker was excused. Also in attendance were Superintendent Elaine Arbour, Garrison Principal Beth Dunton, Business Administrator Libby Simmons and CW Services Manager Jeff White.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF MEETING MINUTES OF /21/16, 4/28/16, and 5/2/16:** Jan Nedelka moved, Karen Weston seconded to approved meeting minutes listed above. An oral **VOTE PASSED 5/0.**
- IV. REVIEW REFERENCE CHECKS:** Dr. Arbour, Mr. Nicolella, Mr. Nedelka and Mr. White conducted reference checks for Harman and Lavallee Brensinger. Dr. Arbour summarized the results of the reference checks which were received from Chris Bowlen, Rochester Recreation Department, Mike Tursi, Superintendent in Milton/Wakefield, and Kathleen Sargent, BA in Weare School District for Harriman and Dan Noyes, Facilities Director for Kearsarge Regional Middle School, Bill Breault, Dover Police Department, and Michael Delahanty, Superintendent of Schools in Salem for Lavallee Brensinger.

Positive comments were received from all who provided references for both Lavallee Brensinger and Harriman.

Some references for Harriman stated they were a little more costly, but well worth it. One reference noted that Lavallee was not 100% up to speed on life safety and electrical codes.

A more detailed summary is archived with these meeting minutes.

V. SELECT CANDIDATE OR SCHEDULE 2ND INTERVIEWS:

It was determined that there would not be second interviews.

Jan Nedelka moved, Steve Haight seconded to request a cost proposal from Harriman and authorize Dr. Arbour to begin negotiations. A roll call **VOTE PASSED 5/0.**

VI. DISCUSS PRIORITIES OF PROJECT/CORE REQUIREMENTS/GOALS INCLUDING PLANS TO SUPPORT FUTURE GROWTH AND POTENTIAL EXPANSION:

Mr. Holt summarized goals that the JBC discussed and agreed on:

- Address Life/Safety Needs of the School
- Address all Code Issues
- Investigate Educational Programming Needs



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- Additional Site Capabilities/Capacities
- General Efficiencies Upgrades

Dr. Arbour shared Garrison School enrollment history for the past 16 years. She summarized the trends and commented that the plan should to make sure that Garrison can hold up to 550 students since it has happened in the past and the recent past shows growth in the Garrison district. There are also several housing complexes being constructed in the Garrison district.

One hour after school on June 6 will be provided to Harriman to talk with Garrison staff. There are no other opportunities during this school year for all staff to contribute.

VII. REVIEW ACTION ITEMS:

- Mr. Holt will integrate questions discussed at previous meetings into goals
- Dr. Arbour will contact Harriman to start process of creating their proposal
- Dr. Arbour will notify other companies interviewed of the JBC's decision
- Dr. Arbour will create a memo to file with process for selecting Harriman
- Dr. Arbour will contact Chris Parker to determine city properties that surround Garrison School
- Ms. Dunton will speak with her staff on 6/20 to provide feedback for Harriman
- Mr. White will start collecting documents to make it easier for Harriman

VIII. MATTERS OF INTEREST:

The time of the June 6th GES JBC meeting has been changed from 6:00-8:00 pm to 5:00-6:45 pm. The June 20th meeting has been cancelled at this time due to several conflicts. May 26th at 5:30 pm has been added as an additional meeting.

IX. BUILD NEXT AGENDA:

Review information received from Harriman regarding the contract proposal

- X. **ADJOURNMENT:** Karen Weston moved, Jan Nedelka seconded to adjourn the GES JBC meeting at 7:45 p.m. An oral **VOTE PASSED 5/0.**