



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	Thursday, June 23, 2016
Meeting Time:	5:30 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Thursday, June 23, 2016 at 5:37 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, Keith Holt, and Steve Haight. Betsey Andrews Parker and Jan Nedelka were excused. Also in attendance were Superintendent Elaine Arbour, Garrison Principal Beth Dunton, Business Administrator Libby Simmons, CW Services Manager Jeff White, and Mark Lee and Dan Bisson from Harriman Architects.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF MEETING MINUTES OF 6/6/16:** The meeting minutes were not approved due to the lack of a quorum voting since Mr. Haight and Mr. Nicolella were not in attendance at the June 6 GES JBC meeting. This item will be added to the July 7 GES JBC meeting.
- IV. CAPITAL IMPROVEMENT SUMMARY:** It was determined that the summary would be presented at each meeting so that the committee is updated. The current budget availability is \$107,286.36, not including the \$6.9 million. Ms. Weston requested a format similar to what has been done in past JBC's.
- V. UPDATE FROM HARRIMAN:** Mark Lee from Harriman distributed documents outlined the summary of meetings including potential agendas, a work/communication plan and classroom capacity and DOE guidelines. He reviewed the documents which are also archived with meeting minutes and presented initial findings to date.

Mr. Lee stated that they would try to provide documents to the committee beforehand so that committee members will have an opportunity to review prior to discussion.

Mr. Lee showed aerial photos of the area showing access roads. Fencing will be placed along the side of the road so that students don't have access to the road or "pit" area. There should be 1-2 trips per day by construction vehicles. Ms. Dunton will be notified of the timing of these trips. Permits are approved and ready to go. The city has confirmed with Dr. Arbour that it will be in place for 8-10 years. She has not heard if high school fill would be used there. Work on the road will most likely begin this summer and a locked gate will be located at the end of the road. Mr. White discussed the run off system. Dr. Arbour believes that the city system can be tied into so that money can be saved. This is not recharge area.

The city is also aware of drainage areas on site and will most likely fix the specific drainage issue and not all issues since it's not a drainage project.

Mr. Lee discussed the confused circulation pattern of Garrison School and provided drawings of how other schools have changed the configuration to have private (classrooms) and public (gym, library) areas grouped together.

The administrative area will also be addressed to provide better flow.

DOE requirements were discussed regarding classroom size and capacity.



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Mr. Haight asked if the committee should hire a wetland scientist to get a complete picture of the situation and see limitations. Mr. Lee responded that the city may have already done some mapping on that area. Doug Steele would know more and Harriman will discuss with them to determine status.

Dr. Arbour and Mr. White will be meeting to discuss site and setbacks. Ms. Dunton commented that most of the comments from neighbors deal with traffic issues.

Ms. Weston asked for the approximate cost to build a new 600 student elementary school. Mr. Lee estimated that a 90,000 square foot school would cost approximately \$28 million.

Ms. Weston discussed the movement to bring building aid back and the NH State surplus.

Dr. Arbour stated that the enrollment projection for Garrison School should be somewhere between 550 and 600. It's difficult to predict due to new construction. She added that another preschool area could impact the project also.

Dr. Arbour discussed traffic concerns and stated that the longer students are on the lot, but continuing to move, the greater chance for traffic congestion to be alleviated. She thought that the removal of the current parent loop may be a good alternative.

Mr. Lee commented that their focus will be starting to deal with specific issues. They will investigate how to adjust patterns and will have a site analysis from their engineer.

Ms. Dunton commented that the school could use more hot top since in winter, space is limited for students to have recess.

Dr. Arbour addressed building security and would like to shift schools to an entry system that is compatible with the police system. She would also like to minimize keys in the District.

- VI. AIA CONTRACT UPDATE:** Language will be sent to Mr. Lee so that the contract can be revised. It will be sent to all JBC members with the next packet so that all are able to review the contract. Attorneys for Dover School District will also review the contract.
- VII. REVIEW MEETING SCHEDULE:** Meetings are currently scheduled for 7/7, 7/14 and 8/18, all beginning at 5:30 p.m.
- VIII. REVIEW ACTION ITEMS:** Action items were reviewed and completed. Communication plan will be reviewed on 7/7.
- IX. MATTERS OF INTEREST:** Mr. Nicolella stated that he informed the City Council that he would be resigning due to a new job opportunity that requires extensive out of state travel. His plan is to continue to represent the City Council on the GES JBC until there is another representative. The City Council will accept his resignation at a meeting after it is submitted.
- X. BUILD NEXT AGENDA:** Harriman's agenda, financials, approve meeting minutes, monthly status report approved before providing to City Council and School Board. Template will be used similar to DHS/CTC JBC. Business Administrator report will be added to the end of the month



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meeting also so that it can be approved by the JBC before going to Council and School Board. It will be emailed to city council, school board and committee. Ms. Weston stated that the City Council reads the report into the record. Mike Gillis will be contacted also so that he can begin the project page for this JBC. Ms. Weston asked for links to be on both the School and City website so that people know what is happening in regards to the JBC committee. In September, there should be a stakeholders meeting with teachers and a community meeting should also be included in that time frame.

- XI. ADJOURNMENT:** Karen Weston moved, Keith Holt seconded to adjourn the GES JBC meeting at 7:15 p.m. An oral **VOTE PASSED 4/0.**