



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Tuesday, June 28, 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, June 28, 2016 at 4:34 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Mark Geuther, Amanda Russell, Matt Severson and Jason Gagnon. Sarah Greenshields was excused. Also present were Business Administrator Libby Simmons, Dover High School Principal Peter Driscoll, CTC Director Louise Paradis, PC Construction Senior Project Manager Garrett Bertolini and HMFH representative Laura Wernick.
- II. CITIZENS' FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM JUNE 23, 2016:** Matt Severson/Jason Gagnon seconded to approve the minutes of the meeting listed with the following change to Section V, Paragraph 2. "with the understanding that ~~an exclusion exists in the current fee~~ all exclusions listed in the proposal are currently included in the project at no additional cost." An oral **VOTE PASSED 4/0. (Russell abstained)**
- IV. REVIEW AND APPROVE SOIL TESTING RFP:** Ms. Simmons presented a summary of the results from the bids received from the 4 companies. Discussion ensued and results from the summary were analyzed. It was determined that they could all provide the required services. All agreed that it would be difficult to determine final cost of this without inserting quantities. Mark Geuther moved/Matt Severson seconded to accept the bid from R.W. Gillespie for soil testing. A roll call **VOTE PASSED 4/0 (Gagnon abstained).**
- V. REVIEW FEE FROM THE GEOTECHNICAL ENGINEER FOR THE SOILS TESTING UNDER THE BUILDING:** Ms. Wernick addressed the issues discussed at the June 23 JBC meeting. McPhail agreed to drop the 15% mileage charge and will change language that refers to Massachusetts instead of New Hampshire. They also agreed that there would not be fees beyond \$126,500 without prior approval of the JBC. Ms. Wernick will forward the letter to the JBC when it is ready. There is \$150,000 budgeted for soils testing. Matt Severson moved /Amanda Russell seconded to approve the June 20th proposal of McPhail Associates for geotechnical services supporting the construction of the building with sub surface excavations and placement of the piers and foundation systems with the following items noted:
 1. No 15% mark up on mileage
 2. Estimated fee not exceed \$126,500 with the JBC notified in writing when they are within 80% of the budget
 3. An appropriate NH regulation or guideline be substituted for Massachusetts



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Tuesday, June 28, 2016
Meeting Time:	4:30 p.m.

A roll call **VOTE PASSED 5/0.**

The testing agency and geotechnical testing could be occurring at the same time.

VI. UPDATES:

a. Storage: Ms. Simmons stated that she believes that Mr. White has space to store items and storage units are not needed. Others believe that some short term storage containers may still be needed over the course of the construction. It will be confirmed with Mr. White returns. Ms. Wernick stated that is a short term issue that requires temporary storage during the construction period and a long term issue that will need to be addressed. She recommended that an assessment be done to see specifically what is needed for storage. Mr. Driscoll commented that Mr. Wotton's biggest concern is for large outdoor track equipment. He felt that satellite areas maybe be helpful also for smaller items. Mr. Gagnon questioned if long term solutions may be in place so that short term doesn't need to be a consideration. Mr. Severson asked if there may be theft or vandalism with small satellite areas to which Ms. Russell responded that this hasn't been an issue in the past. Mr. Geuther asked where a larger unit would be placed. Mr. Carrier asked about the condition of the barn that is used for animal science. Ms. Paradis responded that the barn is not in shape to do anything more than it is doing now. Mr. Carrier would be bothered with a brand new school and unsuitable storage areas and dumpsters. He would like to see a better set up for storage and dumpsters. Ms. Wernick recommended meeting with Mr. Wotton and Mr. White to determine the actual need. Mr. Carrier asked to be included in the conversation. Storage will be determined after the meeting with Mr. White. She cautioned that this is a time sensitive matter if it going to be addressed. Mr. Carrier agreed that a discussion with Mr. White is needed. It was believed that dugouts are included with the ball fields.

b. Fundraising: Ms. Russell summarized the meeting with Dr. Arbour and Ms. Greenshields. She will be pursuing smaller funds and Ms. Greenshields will pursue larger donations and/or sponsorships. Ms. Russell will talk with Ms. Henerberry regarding pricing lists. Mr. Driscoll added that Mr. Wotton has pricing information to share also. They have some ideas to get started and will continue to discuss options. Ms. Wernick commented that one school had a one-day sale where community members could take anything available and make a donation of their choice. Mr. Carrier would like to be included in the next meeting. Ms. Russell stated that there may be the possibility of temporary sponsorship for a determined time frame. Mr. Carrier stated that legal parameters would need to be determined for naming rights. Mr. Severson



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Tuesday, June 28, 2016
Meeting Time:	4:30 p.m.

reminded that committee that they need to be realistic and set goals for certain areas. Targeting areas such as the courtyard and landscaping may be a better way to proceed. They may possibly receive more donations if target areas. Ms. Wernick commented that HMFH would need to know if labels are needed for benches or tables or naming rights to classrooms sold so that specifications can be determined. Mr. Geuther asked where trophies from the current school will be placed in the new school. Mr. Driscoll requested that a display case be included on the list or perhaps a new history for the new school should be started. Mr. Carrier stated that awards are part of the history of the school and should be a strong consideration

- VII. DISCUSS DATE FOR GROUNDBREAKING:** The tentative date for groundbreaking ceremony is July 22 during the day. The governor, DOE, Foster, NH1 and others should be invited.
- VIII. REVIEW FUTURE MEETING SCHEDULE:** Meetings are scheduled for 7/12 and 7/26.
- IX. MATTERS OF INTEREST:** Mr. Severson asked for the status of the Global City Facilities Manager position. He volunteered to be on the selection committee but does not know what is involved. Mr. Carrier stated that position closes on June 30 and will be contacted regarding the interview process.
- X. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** To be determined.
- XI. ADJOURNMENT:** Amanda Russell moved / Matt Severson seconded to adjourn the JBC meeting at 5:44 p.m. An oral **VOTE PASSED 5/0.**

Respectfully submitted,

Robin LaFleur

Robin LaFleur, Recording Secretary