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, August 9, 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, August 9, 2016 at 4:38 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Jason Gagnon, Mark Geuther, Amanda Russell, and Sarah Greenshields. Matt Severson was excused. Also present were Business Administrator Libby Simmons, Dover High School Principal Peter Driscoll, Career Technical Center Director Louise Paradis, Facilities Manager Jeff White, PC Construction Manager Scott Blair, and HMFH Project Director Laura Wernick.

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

III. **APPROVE MEETING MINUTES FROM JULY 26, 2016:** Amanda Russell moved, Sarah Greenshields seconded to approve the minutes of the meeting listed. An oral **VOTE PASSED 4/0**. Mark Geuther abstained.

IV. **FLOORING PRESENTATION (ALTERNATIVE TO MARMOLEUM) – STEPHEN ESCHMANN, KARNDEAN DESIGN FLOORING:** Mr. Eschmann handed out brochures (Attachment A) and outlined the benefits of the product and how it compares to other flooring systems.

V. **FINANCIAL REPORT:** Ms. Simmons shared that there was no financial report.

a. Approve Manifests:

Amanda Russell moved, Jason Gagnon seconded to approve manifest CIPM#DHSCTC030 in the amount of $441,135.69 to HMFH Architects. A roll call **VOTE PASSED 5/0.**

VI. **REVIEW AND DISCUSS R.W. GILLESPIE & ASSOC. ESTIMATE FOR PURPOSES OF BOOKING A PURCHASE ORDER:** Discussion ensued and committee agreed that the estimate was appropriate for booking a purchase order.

VII. **REVIEW PROJECT BUDGET (Attachment B):** Ms. Wernick passed out and reviewed a project budget dated 8-5-16.

VIII. **REVIEW CONSTRUCTION SIGN (Attachment C):** HMFH handed out a copy of the Construction sign to be posted at the construction site. The committee asked that the individual names of the committee members be removed and a web address to the project page be inserted instead. HMFH acknowledged that they will make that change prior to posting.

IX. **REVIEW AND VOTE TO APPROVE PC CONSTUCTION'S RECOMMENDATION FOR:**

a. Concrete Flatwork: Mr. Blair summarized the concrete Flatwork (Slabs and Stairs) work bid.

Sarah Greenshields moved, Amanda Russell seconded to award the bid for Concrete Slabs and Stairs to AP Concrete Floors in the amount of $2,019,559. A roll call **VOTE PASSED 5/0.**

b. Elevators: Mr. Blair shared that they do not yet have a LOR for Elevators.

X. DISCUSS POSSIBLE OVERLAY OF SIDEWALK FROM BELLAMY RD. TO THE HIGH SCHOOL PARKING LOT: Mr. Blair reviewed the sidewalk area along Alumni Drive being considered for overlay, which would allow safer pedestrian access as well as better snow removal. There was consensus that due to construction, the aforementioned sidewalk will receive heavier use during sports and extra-curricular activities since the walkway between the track and baseball field has been eliminated. The current sidewalk is cracked and undulating. Mr. Blair stated that currently there is no temporary overlay in the budget. He continued that SUR has given an estimate of $16,000 to overlay the sidewalk from Bellamy to the High School parking lot.

Mr. Gagnon felt that estimate was high and asked about coordinating with the city regarding already negotiated prices. PC said they would.

Sarah Greenshields left the meeting at 4:40pm.

XI. UPDATE ON HIRING OF CITY FACILITIES PROJECT MANAGER: Mr. Carrier shared the city had a few final candidates, but no one had been officially hired yet. The committee asked that an update be added to the next agenda.

XII. REVIEW FUTURE MEETING SCHEDULE: Meetings are scheduled for 8/23 and 9/6.

XIII. MATTERS OF INTEREST:

XIV. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:

XV. ADJOURNMENT: Amanda Russell moved / Jason Gagnon seconded to adjourn the JBC meeting at 5:57 p.m. An oral **VOTE PASSED 4/0.**

Respectfully submitted,

Melissa Henerberry

Melissa Henerberry, Recording Secretary