JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	**Tuesday, October 25, 2016**
Meeting Time:	**5:00 p.m.**

I. **CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Tuesday, October 25, 2016 at 5:06 p.m. in the Superintendent's Conference Room at the McConnell Center by JBC member Karen Weston. In addition to Ms. Weston, present JBC members included, Keith Holt, Dennis Ciotti, and Steve Haight. Mr. Nedelka arrived at 5:12 p.m. Ms. Andrews Parker was excused. Also in attendance were Superintendent Elaine Arbour, Garrison Principal Beth Dunton, Business Administrator Libby Simmons, CW Services Manager Jeff White, City Counselor Marcia Gasses, and Ned Raynolds, Johnson Controls.

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

III. **SELECTION OF A VICE CHAIR:** Karen Weston moved, Steve Haight seconded to elect Dennis Ciotti as GES JBV Vice Chair. **An oral VOTE PASSED 3/0 (Ciotti abstained).** Mr. Ciotti chaired the remainder of the meeting.

IV. **SITE RESTRICTIONS UPDATE:** Recording Secretary Robin LaFleur shared information that she received from Asst. City Manager Chris Parker stating that at this time there was no additional information. Ms. Weston added that she spoke with someone who had done the original survey on the Garrison School. He informed her that he would check his files to determine if he has additional information. Mr. Ciotti commented that Mr. Blenkinsop doesn't want to proceed until there is a final plan. Dr. Arbour spoke with City Manager Joyal who said that are pre-approved surveyors for the City and Harriman should work with the City Purchasing Agent on the surveying process. He added that the current budget would need to pay for the necessary surveying including remedying a previous issue since it was a Garrison School project. Ms. Weston added that Mr. Parker was going to try to get the plans to re-affirm the spots where surveying had occurred. Costs will be determined as more information is received.

V. **ACTION STEPS IN THE INTERIM**: Dr. Arbour stated that City Manager Joyal suggested that the JBC recommend the plan to the School Board that is right one to put forward. Costing discussions will occur after the recommendation to the Board. Recommendations should be able to be made after surveying has been completed. Ms. Weston stated that she believes that the JBC is limited to doing Phase 1 since there are so many unanswered questions. The City Council had given direction that the Garrison project needed to come from the operation budget since it is a tax cap budget.

Ms. Simmons stated that the bonding may not be until FY19 or FY20. Even though the City Council approved $6.9 million for the project, it was determined that there would be approximately $150,000 available for use before bonding is in effect. This would not be a barrier to the project.

Dr. Arbour stated that how Phase 1 is approach depends on restriction to the back of the school. This may put the timeline back a year or so. She continued to say that the best thing may be to ask Harriman to provide options base on different situations.

Mr. Holt stated that perhaps the JBC should considering other options due to restriction and reminded the committee to remember to factor in costs of the basketball court.

Ms. Ciotti commented that the committee is at a fork in the road and should continue to move forward with DRED and request two scenarios from Harriman. The assumption is that there can be no additional building in the back of the building. He added that he believes that DRED has allowed access to recreational use including basketball use. It could be placed on land given by DRED.

Ms. Weston believes a great deal will depend on the survey.

Some of the options shown by Harriman that were not considered ideal, may now be better choices since there could be restrictions.

Mr. Haight recommended that Harriman continue with data gathering. The data is needed regardless of outcome. There is a need to take care of Garrison School including safety and infrastructure issues.

Mr. Ciotti agreed that the purpose of the committee is to fix problems. He thought a possibility may be to ask Harriman to create a plan using the existing footprint. After hearing from DRED, this can change to add additional phases. Mr. Ciotti added that Attorney Blenkinsop did not believe that DRED would require removal of the gym, just no further encroachment.

It was determined that Mr. Ciotti would speak with Attorney Blenkinsop who would present all four phases to DRED to inquire about possible approvals. Dr. Arbour, Mr. Nedelka, and Mr. Haight all expressed interest in attending the DRED meeting with Mr. Ciotti and Attorney Blenkinsop.

It was determined that Board approval was not needed prior to the DRED meeting since the meeting is only to get direction on where building can occur. Dr. Arbour and Ms. Andrews Parker had presented an overview to the School Board earlier in the process. After approval from DRED, the School Board will be presented with the preferred option and will approve at all phases.

Mr. Ciotti commented that the JBC is asking for forgiveness and permission from DRED at the same time.

Mr. Holt inquired if Harriman could be asked to move new construction to phase two of the project. Ms. Weston asked if part of the project could be started to which Ms. Dunton responded that there may be a possibility of working on the original wings.

Mr. Haight asked for a timeline for the project to which it was determined that a timeline would be set after the meeting with DRED.

VI. **ENERGY SAVINGS PERFORMANCE CONTRACT DISCUSSION:** Dr. Arbour stated that Mr. Raynolds asked the committee to consider pairing the project with an energy savings performance contract. This would extend the energy savings of the project by initial investment of upgrades. Mr. Raynolds is a representative of Johnson Controls and provided background on ESPC's to the committees stating that savings is guaranteed to the City.

Mr. Nedelka asked the reason for a contract when the projects are being completed anyway with new materials. Mr. Raynolds responded that an ESPC is like an insurance policy guaranteeing savings that were estimated. Johnson Controls has had a contract with the City of Dover and savings were realized for the City. Dr. Arbour will meet with Mr. Lynch and Mr. Joyal for their thoughts on these types of contract and the benefits that they've seen. She added that there may be a possibility of extending the bond if there is guaranteed savings. If the committee decides to proceed, a bid would need to be put out for an ESPC.

VII. **SURVEY UPDATE:** Surveying was addressed in the Site Restriction Update section.

VIII. **APPROVAL OF MEETING MINUTES OF 9/27/16:**

Mr. Nedelka asked to add the following language to page 2, paragraph 8, "Mr. Nedelka stated that he is comfortable in good faith authorizing funds for the survey if the City Counselors understand that there may be additional funding needed **support making the JBC whole**.

Jan Nedelka moved, Karen Weston seconded to approve the meeting minutes of September 27, 2016 as amended. An oral **VOTE PASSED 5/0.**

IX. **FINANCIAL AND STATUS UPDATE:**

Jan Nedelka moved, Karen Weston seconded to approve the financial and status update. An oral **VOTE PASSED 5/0.**

X. **MANIFEST APPROVAL:** Jan Nedelka moved, Karen Weston seconded to approve the manifest. A roll call **VOTE PASSED 5/0.** It was noted that the data gathering portion is 100% complete.

XI. **REVIEW ACTION ITEMS:** Dr. Arbour will talk with City Manager Joyal and Finance Director Lynch about the City's contract with Johnson Controls. Mr. Ciotti will speak with City Attorney Anthony Blenkinsop about scheduling a meeting with DRED. Ms. Dunton asked if Harriman should talk to staff at Garrison about the status of the project. Dr. Arbour suggested sharing the status update to staff, stating that there is a delay due to site restrictions. Remind Harriman to return prints loaned to them during this process.

XII. **MATTERS OF INTEREST:** Ms. Weston reminded to limit number of JBC members attending the DRED meeting

XIII. **BUILD NEXT AGENDA:** Items that would be added to the November 8 agenda include site restriction update from meeting with DRED, report back from Dr. Arbour after meeting with City Manager Mike Joyal and Finance Director Dan Lynch regarding Energy update and a survey update.

XIV. **ADJOURNMENT:** Karen Weston moved, Steve Haight seconded to adjourn the GES JBC meeting at 6:32 p.m. An oral **VOTE PASSED 5/0.**