



**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:	Thursday, May 4, 2017
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 Thursday, May 4, 2017 at 4:30 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Amanda Russell, Sarah Greenshields, and Mark Geuther. Matt Severson arrived at 4:45 pm. Jason Gagnon was excused. Also present were Superintendent Elaine Arbour, High School Principal Peter Driscoll, Clerk of the Works Michael Brooks, Business Administrator Libby Simmons, Dover Fire Chief Eric Hagman, PC Construction Project Manager Scott Blair, Garrett Bertolini, HMFH representative Laura Wernick and Alan Pemstein, City Planner Chris Parker, Facilities Director Jeff White and Sebago Technics representatives.
- II. CITIZENS' FORUM:** Judy Stephenson, spoke in support of a strong choral program at DHS and hoped there would be sufficient space in the new building.
- III. APPROVE MEETING MINUTES FROM APRIL 18, 2017:** Amanda Russell moved, Sarah Greenshields seconded to approve the minutes listed. An oral **VOTE PASSED 4/0.**
- IV. SEBAGO PRESENTATION:** Curtis Thompson and Bradley Lyon from Sebago Technics presented information on the Route 108 corridor study that had been commissioned by the City and JBC. The goals of the study were to evaluate congestion along the corridor, evaluate safety and crash history and evaluate school entrances and circulation. There are current issues with traffic and circulation including delays and congestion at entrances, conflicts between busses and parents, and general bus circulation. Mr. Thompson and Lyon presented information on potential changes to traffic patterns. The committee reviewed the plans and provided feedback and concerns. Documents that they presented are included with agenda materials.
- The larger study looked at pedestrian and bike traffic improvements also. Crossing areas are still being reviewed. Mr. Parker asked that any additional input be emailed to him. The estimate for the cost of the entire corridor is between \$7-\$12 million. This would be placed on the 10-year transportation plan. The City would need to pay 20% so the additional time would provide time to obtain funding. Work will continue with Sebago for a final plan with a cost of approximately \$250,000 for final engineering and design.
- Ms. Russell was excused at 5:35 p.m.
- V. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report for the JBC. Ms. Wernick also provided an updated financial report to be used as a guide for anticipated costs. **(Attachment A)** The budget is still very tight. Good news included a lower cost for removal of hazardous materials. \$300,000 had been estimated and the cost will be closer to \$84,000. Ms. Wernick believed that code changes could cost more than the budget of \$50,000.
- Mr. Geuther asked when some of the estimates will be known costs to which Ms. Wernick responded that they will be reviewing costs within the next few months. These would include relocation costs. FF & E won't go out until December and the list will be finalized within the next



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few weeks. All items that require additional work should be taken care of so that there will be minimal change orders and surprises. Ms. Simmons will need to be given a list to determine what will need to be bid and to coordinate the process.

Ms. Simmons noted that bond premium appropriation of \$222,000 is specifically for the cost of the Clerk of the Works. She will research this to confirm. Dr. Arbour agreed and added that it is to cover the first few years. Mr. Brooks is being paid from the high school fund, but is also attending GES JBC meetings.

VI. FINANCIAL AND STATUS REPORT APPROVAL:

Ms. Simmons reviewed the financial report.

Matt Severson moved, Sarah Greenshields seconded to approve the financial and status report. An oral **VOTE PASSED 4/0**.

VII. APPROVE MANIFESTS:

Matt Severson moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC073 in the amount of \$2,886,363.00 to PC Construction for construction rendered through 4/30/2017. A roll call **VOTE PASSED 4/0. (Attachment B)**

Matt Severson moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC072 in the amount of \$16,839.77 for a journal entry for gas usage through 4/14//17. A roll call **VOTE PASSED 4/0**.

VIII. REVIEW AND APPROVE CHANGE ORDER PROPOSALS:

Matt Severson moved, Sarah Greenshields seconded to approve Change Request Proposal 190052R1 ASI-21.5 Changes to the Acid Neutralization Tank in the amount of \$34,802.00. A roll call **VOTE PASSED 4/0. (Attachment C)**

Mr. Pemstein stated the city plumbing inspector requested this and is above and beyond what is required. The work has been completed. Ms. Wernick commented that inspectors have purview to interpret codes in different manners. Mr. Severson asked that it be recorded that the committee disagrees with this change.

IX. APPROVE LETTERS OF RECOMMENDATION FOR SUBCONTRACTORS: none

X. CLERK OF THE WORKS REPORT: Mr. Brooks reviewed his weekly site reports dated April 21 and April 28. Most structural foundations will be completed as of May 5. Masons are ready to go. Sprinklers were shipped.

XI. FUNDRAISING RESOLUTION DRAFT: Will be discussed at fundraising committee meeting on May 16 at 3:30. It was suggested that "enhancement" be included in the resolution in the second paragraph.



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- XII. PERMITTING UPDATE:** Permits are all in place.
- XIII. DHS SCOREBOARDS:** Issue has been resolved.
- XIV. OUTFIELD DRAINAGE ISSUES:** Principal Driscoll stated there has been draining issues in the fields that has been temporarily dealt with, but a long-term plan will need to be determined so that the fields do not flood. Options are being considered and there seems to be a blockage somewhere that is pumping water in the wrong direction.
- XV. CONSTRUCTION SCHEDULE UPDATE:** Drawings have all been updated and they will be analyzed to determine how sequencing, manpower and budget has been affected. The schedule and budget are still tight.
- XVI. REVIEW FUTURE MEETING SCHEDULE:** There is no change to the schedule. The next meeting will be May 16.
- XVII. MATTERS OF INTEREST:** none
- XVIII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:**
- XIX. ADJOURNMENT:** Sarah Greenshields moved, Matt Severson seconded to adjourn the JBC meeting at 6:45 p.m. An oral **VOTE PASSED 4/0.**