



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	Tuesday, May 23, 2017
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, May 23, 2017 at 5:05 p.m. in the Superintendent's Conference Room of the McConnell Center by JBC Chair Betsey Andrews Parker. In addition to Ms. Andrews Parker, present JBC members included, Dennis Ciotti, Keith Holt, Steve Haight and Karen Weston. Jan Nedelka arrived at 5:10. Also in attendance were, Business Administrator Libby Simmons, GES Principal Beth Dunton, Harriman representative Dan Bisson, Harvey Construction representative Carl DuBois, Clerk of Works, Mike Brooks, Jeff White.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF AGENDA:** The agenda was approved unanimously.
- IV. UPDATE ON DRED CONVERSION:** DRED is awaiting the exact amount of acreage needed for Phase 1. Mr. Ciotti responded that .27 acres is needed for Phase 1. The administrative area and bus loop are areas for which replacement land is needed. Ms. Andrews Parker commented that she thought that it was all being addressed at one time and not in phases. Mr. Ciotti clarified that DRED would like the gym issue and land issue for Phase 1 addressed as well as the overall area addressed if something is available.
- Mr. Nedelka asked if the project could proceed with Phase 1 if this issue isn't resolved. Ms. Dunton added that the Phase 1 area doesn't encroach on the area to which Mr. Bisson noted that there isn't a drawing that shows the exact lines.
- Ms. Andrews Parker asked if there is a commitment from the City to fund the phases of the project. Mr. Ciotti stated that it isn't a piece meal approach, and the JBC needs DRED approval to start the project knowing that the .27 acre will be replaced when the entire 6 acres is found. There is currently 2.5 acres that can be used toward the 6 acres. Ms. Weston if the remaining acreage would need to be purchased if it can't be found. Mr. Ciotti stated his hope that 6 acres could be found in one parcel.
- Information has been exchanged via conversation during site walk, but is not documented.
- Mr. Ciotti stated he would ask Attorney Blenkinsop to request that DRED provided written confirmation that allows the JBC to proceed with Phase 1 and provide the land after when the entire parcel has been found.
- Mr. Ciotti will also ask Attorney Blenkinsop to ask DRED about the possibility of buying back land.
- It is believed that the original land that was received from the program was 16 acres.
- All agreed that the JBC should proceed with Phase 1 and inform DRED that the parcels of land will be found in good faith. The land has already been built on anyway, so this small additional area is irrelevant.
- A survey was completed, but there is no hard drawing. The one drawing that is available was from prior to the last renovation (library and gym).



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- V. **HARRIMAN UPDATE:** Mr. Bisson reviewed the list of major scope items to be estimated and prioritized. It is archived with these minutes. Mr. Bisson stated that they are already over budget and the list will need to be re-visited due to insufficient funding.

Mr. DuBois stated that the preliminary estimate of the items on the list of Phase 1 hard constructions costs is \$8.198 million. This does not include CCTV and generator which would be an additional cost. There would be a contingency fund of \$200,000 and a 19-month construction period. Mr. DuBois added that cost is broken down by site, the addition, the temp gym and the wing renovations. He stated his concern with doing this is that nothing is 100% complete and additional work would be required through the spaces.

Ms. Andrews Parker asked if money funding could be requested from the CIP. Ms. Weston responded that approval of the CIP wouldn't occur until fall. Ms. Dunton recommended possibly moving the entrance later and focusing on the renovation first. Mr. Haight felt that completing a wing at a time may be the best way to proceed.

Ms. Dunton expressed her concern about not doing part of the project. Teachers and parents have been promised a renovation and will be upset if it doesn't happen. Garrison is the last school in the District to be renovated and staff is more than ready for it to happen.

Ms. Andrews Parker stated that if there is no commitment to put money toward this project, it is just "window dressing" and is not fair to the Garrison community. They do not want a 7-year renovation project. She feels that the JBC should go to the City Council to request the money.

The original estimate of \$3.5 million was determined years ago and was doubled to account for inflation.

Mr. Haight suggested asking for the entire \$21 million to complete the project. Ms. Dunton felt that Phases 1-3 would be sufficient since there isn't a need for 12 additional classes. Ms. Andrews Parker stated that the additional classrooms may not be needed for Garrison, but are needed for the District. Dover Middle School is at capacity and the additional classrooms could house the 5th grade students.

Mr. Nedelka felt that June 2018 may be a more realistic start date since the committee is starting to obtain "real" numbers and can request an additional \$3 million from the CIP. He would support Phase 1 only or Phase 1-3 project.

Ms. Weston felt that the committee should stick with Phase 1 now and see what they are able to do with the money available. There are too many other financial commitments for the City now.

Ms. Dunton stated that all wings in the school have issues including flooding and fire. It would be difficult to select an area to renovate since all areas have life and safety issues. She reiterated the need to know sooner rather than later so that she can inform staff and make plans for summer and next school year.



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Mr. Holt added that the JBC hired experts to inform them what can be done for the available money. This project can't be rushed in to and Harvey and Harriman should provide guidance on the project.

Mr. Ciotti stated that the City Manager mentioned to him the possibility of using the high school to house Garrison students temporarily while the project is ongoing. Ms. Andrews Parker responded that it's not a bad idea, but athletic fields would be an issue as well as traffic and parking. The DHS JBC would need to be consulted prior to going further with this option.

If this were the option selected, the project couldn't start until September of 2018 since that is when the new high school will be completed. Mr. Bisson and Mr. DuBois did not believe that the savings would be that substantial if they used the old high school as a temporary home for the students due to the delay. Construction costs would remain the same.

Mr. Haight summarized the direction given by the JBC to Harriman and Harvey. They should determine what can be done for \$5.5 million. If they feel that it is better to delay (in terms of funding and coordination) until the fall, then they should tell that to the JBC.

All JBC members agreed with the summary.

Ms. Dunton asked for direction. Should the building be available for rental? Mr. DuBois responded that the abatements can be worked around and will only take 5-6 days in August.

All agreed that the project will not begin during the summer of 2017.

- VI. HARVEY UPDATE INCLUDING CONTRACT:** Ms. Simmons confirmed that the contract with Harvey has been sent to the JBC with requested changes made.
- VII. TEMPORARY CLASSROOM LAYOUT:** Mr. Bisson reviewed the amended layout. Ms. Dunton requested that markerboards be limited to one per classroom and be 8 feet instead of 10 feet. Ms. Dunton, Mr. White and Mr. DuBois met and came up with a plan.
- VIII. PHASING FOR WING RENOVATION ORDER:** Tabled until another meeting.
- IX. OUTLINE BIDDING/RFP PROCESS AND REQUIREMENTS:**

Harvey has done this three different ways and will do whatever the JBC would like depending on the situation. Ms. Simmons clarified that background checks are required if work is done while students are in the building.
- X. REVIEW PROJECT TIMELINE:**
- XI. APPROVAL OF MEETING MINUTES FOR MAY 9:**

Keith Holt moved, Karen Weston seconded to approve meeting minutes of May 9, 2017. An oral **VOTE PASSED 5/0.**
- XII. MANIFEST APPROVAL:**



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Jan Nedelka moved, Keith Holt seconded to approve manifest for CIPM#GES11 to Harriman for design services in the amount of \$29,888.79 from April 1-April 30. A roll call **VOTE PASSED 5/0**.

XIII. REVIEW ACTION ITEMS:

- Harriman and Harvey will prioritize the list to see what can be done for \$5.5 million and make recommendation
- They will determine if there is a significant cost savings if the students are out of the building.
- Mr. Ciotti will ask Attorney Blenkinsop to check with DRED to see if land can be “bought back”.
- Mr. Ciotti will also ask Attorney Blenkinsop for written confirmation that the JBC can begin Phase 1 without DRED approval.
- Ms. Andrews Parker will speak with Mr. Carrier regarding potential use of old DHS building.
- Ms. Weston and Mr. Ciotti will meet with Mr. Joyal regarding funding and possible funds remaining from other projects.

XIV. MATTERS OF INTEREST: Mr. Nedelka requested an additional meeting on May 30, but it was determined that committee members and others are not available and not as critical since the project has been pushed out.

XV. BUILD NEXT AGENDA: Agenda items will include items listed above

XVI. ADJOURNMENT: Karen Weston moved, Jan Nedelka seconded to adjourn the GES JBC meeting at 7:05 p.m. An oral **VOTE PASSED 5/0**. Ms. Andrews Parker was excused at 6:30 p.m.