DOVER SCHOOL DISTRICT	**JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES**	
	Meeting Type:	Regular Meeting
	Meeting Location:	Supt Conference Rm, McConnell Center
	Meeting Date:	**Tuesday, June 6, 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, June 6, 2017 at 5:01 p.m. in the Superintendent's Conference Room of the McConnell Center by JBC Vice Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Keith Holt, Jan Nedelka and Karen Weston. Betsey Andrews Parker and Steve Haight were excused. 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 and Asst. City Manager Chris Parker.

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

III. **APPROVAL OF AGENDA:** The agenda was approved unanimously.

IV. **UPDATE ON DRED CONVERSION:** Mr. Parker updated the committee on DRED. He took the survey and the 6F map dimensions and scaled into the survey. The 6F map wasn't surveyed and is a hand drawn map from the 1970's. DRED has the same map. Mr. Parker suggested selecting a starting point and ending point and all agreeing to it. He believes that DRED would agree to the process.

Mr. Parker shared good news stating that he believes the encroached area is just over 1 acre instead of the projected 2 acres (all of the gym and 75% of the library). He provided options to the committee:

1. Don't make errors with the encumbrance
2. If land is removed from the affected area, a replacement is needed along with payment for the land removed
3. If 40 years passes, the amortization would be gone. Unfortunately, the expansion from 2004 negated that option.

Option 2 is the only viable option for this project.

Mr. Parker continued to say that the City owns a 2-acre parcel that if approved by City Council could be encumbered and used for recreational purposes only. This would replace the 1 acre area needed and could possibly be used as a walking path or something simple. He added that there is a 7.9-acre parcel near Danielle Lane and Mast Rd that is also owned by the City that may also be used and would provide 10 acres that would be dedicated for the replacement of land needed for this project.

Mr. Parker summarized the process stating to start the process of remedying the encroachment and ask DRED for permission to fix life safety issues while the remedying is occurring. He believes that this may work since it will show a partnership between the JBC/City and DRED and the City would be giving back more than what is owed. The City Council would need to pass a resolution encumbering the two lots for recreation. Amenities may or may not need to be added to the Mathes Hill/Danielle Lane area. The eliminated basketball court and playground would need to be replaced which would be paid for with JBC funds. The potential cost for a basketball court could be $40,000-$60,000. T-ball fields were not part of the grant and the City can determine if they should be replaced.

Mr. Ciotti stated that DRED would like everything at once and not in small increments.

Next steps: Mr. Parker will work with Harriman to create a plan to take to DRED and will note that the JBC is supportive of the plan. This item will be added to a City Council agenda. Ms. Weston and Mr. Ciotti stated their belief that the City Council would vote to support the plan. The process could take up to a year to execute and complete depending on cooperation on both sides.

Karen Weston moved, Jan Nedelka seconded to authorize Mr. Parker to meet with DRED with a revised map with starting and ending lines for the encroached area as determined by he and Harriman. He will also outline a remedy for the current situation to DRED and take the proposed resolution to the City Council for their approval. An oral **VOTE PASSED 4/0.**

Since DRED would be monitoring it more in the future, Mr. Parker recommended placing a marker on both sides of a straight line in the area that is ultimately determined to be encroached for future use. The work with DRED will need to be registered with the Registry of Deeds.

Mr. Holt reminded that they need to make sure that the loop is in so that traffic is reduced.

Mr. Ciotti prefers that city engineers and/or planner draw the official lines. Attorney Blenkinsop will contact DRED to start the process.

V. HARRIMAN UPDATE: Mr. Bisson provided drawings of the property with section 6F Boundary.

VI. HARVEY UPDATE: Mr. DuBois provided updated figures for the plan and provided 3 options. The bus loop isn't included in any pricing options. The costs below only include hard costs.

Option 1: site, core, administrative, temporary classes, Wing 1-$5.266 million

Option 2: Core, site, Wing 1, Wing 2, temporary classes—$4.696 million

Option 3: Option 2 plus Wing 3--$5.55 million

It was suggested that drawings from Harriman be completed even if all work isn't being completed now since it will save time and money at a later time.

Mr. Nedelka asked if using DHS for students would save money, to which Mr. Ciotti responded that it was determined it would not be a viable option.

Ms. Dunton stated her preference for option 3 since it would reduce chaos of moving students and staff twice.

Mr. Nedelka asked Mr. Ciotti and Ms. Weston if they would advocate to the City Council for additional funding for this project in the CIP. They both agreed that it depends if something else can be put off and how much debt is retired, among other things. Mr. Ciotti and Ms. Weston also agreed that the committee was tasked with fixing life safety issues and they would advocate for this.

Mr. DuBois commented that the best value at this time would most likely be Option 2.

All agreed that renovation of all 3 wings without the administrative area would be the preference.

Jan Nedelka moved, Keith Holt seconded to pursue option 3, but authorize Harriman to complete drawings for the administrative area so that it could be completed as an alternate. An oral **VOTE PASSED 4/0.**

VII. KINDERGARTEN WAIVER UPDATE: Ms. Dunton told the committee that she and Dr. Arbour spoke with State of NH engineer Amy Clark regarding moving kindergarten classes. 1000 sq. feet is needed for each classroom along with 50 sq. feet per child. Ms. Clark feels that moving rooms will be acceptable but will check with state legal counsel and will contact Ms. Dunton and Dr. Arbour with a final answer this week.

VIII. REVIEW PROJECT TIMELINE: Mr. Bisson and Mr. DuBois will work on generating a new timeline after reviewing school calendar for testing dates, etc. /

Mr. DuBois asked for a list of items that should be standardized (pumps, light bulbs, etc.).

IX. APPROVAL OF MEETING MINUTES FOR MAY 23:

"Harsh" was changed to "hard" on the draft meeting minutes and other changes proposed to the committee by Mr. DuBois we made.

Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of May 23, 2017 as amended. An oral **VOTE PASSED 4/0.**

X. FINANCIAL AND STATUS UPDATE: Keith Holt moved, Jan Nedelka seconded to approved the financial update and status report. An oral **VOTE PASSED 4/0.**

XI. MANIFEST APPROVAL: There were no manifests to approve at the meeting.

XII. REVIEW ACTION ITEMS: Robin will send Mr. DuBois academic calendar, Mr. White will provide a list of items to standardize to Mr. DuBois, and Mr. DuBois will finalize options. All are requested to bring their calendars to the meeting since the 7/4 meeting will need to be rescheduled.

XIII. MATTERS OF INTEREST: Mr. Bisson stated that Turner completed an amended Geotech report. Flagging is being pushed. Ms. Weston asked if School Board CIP numbers are available. Ms. Simmons responded that they would be worked on in late June or early July.

XIV. BUILD NEXT AGENDA: Kindergarten waiver, DRED Update, Timeline, Harvey and Harriman updates, select a date for July meeting since July 4 meeting will be canceled. The next meeting will take place on June 20 at 5:00 p.m.

XV. ADJOURNMENT: Karen Weston moved, Jan Nedelka seconded to adjourn the meeting at 6:45 p.m.