DOVER SCHOOL DISTRICT	JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES
	Meeting Type: Regular Meeting Meeting Location: Supt Conference Rm, McConnell Center Meeting Date: **Tuesday, July 18, 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, July 18, 2017 at 5:01 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, Steve Haight, Jan Nedelka and Karen Weston. Keith Holt was excused. Also in attendance were Superintendent Bill Harbron, GES Principal Beth Dunton, Harriman representative Dan Bisson, Harvey Construction representative Carl DuBois, Business Administrator Libby Simmons, Facilities Manager Jeff White, City Planner Chris Parker and Clerk of Works Mike Brooks,

II. CITIZENS' FORUM: No one addressed the JBC. All people in attendance introduced themselves to incoming Supt. Bill Harbron

III. APPROVAL OF AGENDA: It was unanimously approved to move approval of the manifests up in the agenda to directly after approval of agenda.

VIII. MANIFEST APPROVAL: moved up in agenda.

Jan Nedelka moved, Dennis Ciotti seconded to approve manifest CIPM#GES13 to Harriman Architects in the amount of 19,800.00 for professional services and CIPM#GES14 to Titcomb in the amount of $2,000.00. A roll call **VOTE PASSED 5/0**.

IV. UPDATE ON DRED CONVERSION: Planning Director Chris Parker provided a summary of the issue with DRED for the benefit of Dr. Harbron. He informed the JBC that he had received a verbal response from DRED regarding the request of the City of Dover to use certain areas of land to make up for the land that had been encroached on by a Garrison building project that had occurred in 1977. The playground amenity that was removed previously will need to be replaced and will need to be a recreation property as opposed to a transportation property (i.e. walking trail would not be sufficient). DRED was appreciative of the approach of the City of Dover to address the problem rather that hide it.

The JBC requested a letter from DRED confirming that the building process can begin if the project doesn't go outside of the existing footprint of the building.

DRED will provide a letter stating the building process can begin if the project doesn't go outside of the existing footprint. They will also need to complete a city-wide walk-through assessment of parks with Mr. Parker and Mr. Bannon to ensure that there are no other encroachments. Mr. Parker does not believe they will find anything, but if anything was found, they would need to be settled at the same time.

Overall, this is a positive response and outcome by DRED.

V. PROJECT FINANCIAL UPDATE: Ms. Simmons reviewed the updated financial report. She stated that additional funds required to complete the project would be estimated at approximately $872,372.64. This is still a very preliminary estimate since bidding still needs to occur and would allow the 3 wings to be completed. The committee discussed the timeline and whether the Capital Improvement Plan could be approved later in the fall. The Harriman deadline for 75% is July 31 and would still not be enough for a firm cost. Mr. Haight asked Mr. Bisson if 90% could be achieved sooner and if so, would it be sufficient to provide as a CIP number. Ms. Andrews Parker commented that it may be possible for the GES JBC to approve the amount on September 26 with the School Board approving on October 2.

During the meeting, Mr**.** Ciotti communicated with Mr. Parker and determined the deadline for CIP is August 21. Ms. Simmons will also talk with Mr. Parker to determine if it is a “hard” deadline.

VI. **REVIEW PROJECT TIMELINE**: Reviewed in discussion.

VII. **APPROVAL OF MEETING MINUTES FOR JUNE 20**:

Karen Weston moved, Jan Nedelka seconded to approve meeting minutes of June 20, 2017 as presented. An oral **VOTE PASSED 5/0.**

VIII. **MANIFEST APPROVAL:** moved up in agenda.

IX. **REVIEW ACTION ITEMS:** Determine the firm date for submitting the CIP and minimum amount able to bond.

X. **MATTERS OF INTEREST:** Meeting dates were reviewed and will continue every other Tuesday at 5:00 pm.

XI. **BUILD NEXT AGENDA:** The next meeting is August 1 at 5:00 p.m.

XII. **ADJOURNMENT:** Karen Weston moved, Jan Nedelka seconded to adjourn the meeting at 5:37 p.m.