



JOINT BUILDING COMMITTEE – GARRISON SCHOOL MEETING NOTICE

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	Monday, November 13, 2017
Meeting Time:	4:30 P.M.

1. Call to Order and Roll Call
2. Citizens' Forum
3. Approval of Agenda
4. Approval of Minutes of October 24, 2017 meeting
5. GMP Draft
6. Harriman/Harvey Update
7. DRED Update
8. Manifest Approval
9. "Sand Castle" Building Communication
10. Review Action Items and Build Agenda for next meeting
11. Matters of Interest
12. Adjournment



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Rm, McConnell Center
Meeting Date:	Tuesday, October 24, 2017
Meeting Time:	4:30 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 24, 2017 at 4:31 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 Steve Haight, Keith Holt, Karen Weston, Dennis Ciotti and Jan Nedelka. Also in attendance were Superintendent Bill Harbron, Harriman representative Dan Bisson, Harvey Construction representative Carl DuBois, Facilities Manager Jeff White, Clerk of the Works Mike Brooks, Business Administrator Libby Simmons and GES Principal Beth Dunton.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF AGENDA:** Karen Weston moved, Jan Nedelka seconded to approve the agenda with items #9 and #10 moved to directly after #4. An oral **VOTE PASSED 6/0.**
- IV. APPROVAL OF MEETING MINUTES FOR OCTOBER 10, 2017:**
Jan Nedelka moved, Dennis Ciotti seconded to approve meeting minutes of October 10, 2017 as amended. An oral **VOTE PASSED 6/0.**
- IX. FINANCIAL AND STATUS:** moved up in the agenda.
Ms. Simmons reviewed the financial and status documents. Jan Nedelka moved, Karen Weston seconded to approve the financial and status update. An oral **VOTE PASSED 6/0.**
- X. MANIFEST APPROVAL:** moved up in the agenda
Karen Weston moved, Jan Nedelka seconded to pay manifest CIPM#GES20 in the amount of \$1,960.00 to Desmarais Environmental for asbestos testing pending a revised report. A roll call **VOTE PASSED 6/0.**
Asbestos was found in the caulking of inside of windows which will be dealt with. Mr. DuBois will request a revised report.
Keith Holt moved, Dennis Ciotti seconded to pay manifest CIPM#GES21 in the amount of \$79,407.36 to Harriman for professional services through September 30, 2017. A roll call **VOTE PASSED 6/0.**
- V. HARRIMAN/HARVEY UPDATE:** Mr. Bisson summarized the non-mandatory walk through for sub-contractors. Approximately 30 different sub-contractors participated and there were no major questions. Mr. DuBois believes there were enough different skills represented so it will be sufficient for competitive bidding. He confirmed that bids are due on November 2 and the GMP will be calculated from the bids received.
Mr. Ciotti and Ms. Weston felt strongly that there will be enough City Council support to approve the CIP as presented. There will most likely be a Joint Fiscal Committee meeting scheduled to make sure that everyone understands the project and CIP request.



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Ms. Andrews Parker added that there is \$6 million available to start the project if CIP approval is delayed.

VI. TESTING UPDATE: Asbestos samples for windows in Wing 1 and 2 came back positive and action will be taken to resolve the situation.

VII. DRED UPDATE: There is no update on DRED situation.

VIII. COMMUNITY FORUM UPDATE: Ms. Dunton stated that the forum went well. Approximately 25 parents attended and good, positive information was shared. Dr. Harbron commended all participants on their presentations.

IX. FINANCIAL AND STATUS UPDATE: Moved up in the agenda.

X. MANIFEST APPROVAL: Moved up in the agenda.

XI. “SAND CASTLE” BUILDING COMMUNICATION: The committee has met 3 times and are currently looking for spaces for guidance, special needs, etc. They met with fire and police to review re-numbering of classrooms. Fire Drill plans were also reviewed. They will continue to meet and Ms. Dunton will update the JBC on their progress and communications.

XII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Meeting schedule was discussed. November 6 meeting is cancelled. November 13 at 4:30 is scheduled with a possibility of November 21 meeting if needed. December 5 at 4:30 is also scheduled with meetings continuing to be schedule for every other Tuesday. Mr. DuBois will bring a draft of the GMP on November 13 and if needed, modifications can be made on November 21. Mr. Holt added that meetings can occur more often if needed. Agenda items will include Sand Castle communication, DRED Update, Harriman and Harvey update, manifests.

Ms. Dunton confirmed that Gary Bannon is aware of when he will lose the Garrison gym space.

Mr. DuBois outlined the process for approving bids, but noted the contract may not be able to be signed until the CIP is approved. The GMP will be for the total amount.

Ms. Weston noted that there will be a new Council in January also if it isn't voted on in December.

Mr. DuBois stated that he is not concerned with the January 10 start date since it will be gymnasium work for the most part.

Individual trades will be approved after entire contract has been agreed upon and signed. Mr. DuBois stated that there will be better luck bidding the project all at once.

XIII. MATTERS OF INTEREST: Mr. Weeks asked for clarification on the kindergarten sprinkler system and how the attic can be made into a wet system. Mr. Bisson clarified and explained the process.

XIV. ADJOURNMENT: Karen Weston moved, Dennis Ciotti seconded to adjourn the meeting at 5:27 p.m. An oral **VOTE PASSED 6/0.**