



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Tuesday, April 10, 2018
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, April 10, 2018 at 4:35 p.m. in the Superintendent's Conference Room of the McConnell Center by JBC Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included, Steve Haight, Karen Weston, Jan Nedelka, Carolyn Mebert and Keith Holt. Also, in attendance were Superintendent Bill Harbron, Harriman representative Dan Bisson, Harvey Construction representatives Carl DuBois and Adam Reynolds, GES Principal Beth Dunton, Jeff White, Clerk of the Works Mike Brooks and Business Administrator Libby Simmons.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF AGENDA:** Jan Nedelka moved, Keith Holt seconded to approve the agenda. An oral **VOTE PASSED 6/0.**
- IV. APPROVAL OF MEETING MINUTES FOR MARCH 27, 2018:**
Karen Weston moved, Jan Nedelka seconded to approve meeting minutes of March 27, 2018 as presented. An oral **VOTE PASSED 6/0.**
- V. MANIFEST APPROVAL:**
Keith Holt moved, Jan Nedelka seconded to approve manifest CIPM#GES28 to Harriman Associates for professional services in the amount of \$172,793.54. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Karen Weston seconded to approve manifest CIPM#GES29 to Desmarais Environmental in the amount of \$8,435.00. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Karen Weston seconded to table manifest CIPM#GES30 to Harvey Construction in the amount of \$313,282.12 until it can be reviewed prior to the next meeting. A roll call **VOTE PASSED 5/1 (Holt Opposed).**

Mr. Haight asked that any overages and underages be added or subtracted to owner's contingency.

Karen Weston moved, Jan Nedelka seconded to approve an amount not to exceed \$750.00 for testing of flooring by Desmarais. A roll call **VOTE PASSED 6/0.**
- VI. APPROVAL OF CHANGE ORDERS:**
Jan Nedelka moved, Steve Haight seconded to approve change order 006/Owner's change order 005 in the amount of \$5,684.00 for Infill Skylight. A roll call **VOTE PASSED 6/0.**
- VII. HARVEY/HARRIMAN UPDATE:** Mr. Bisson provided the committee with the FF & E schedule. The Furniture Show will be on the morning of April 30 at Garrison School. All are invited. The bid will be awarded at the May 8 JBC meeting.



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Spray foam will be installed this weekend, windows will be installed soon, boarding up of partitions. The project will start to take shape over the next few weeks. The project is on schedule.

Mr. Bisson provided a tracking sheet of sub-contractor approvals from Harvey.

Mr. Reynolds summarized the Eversource allowance stating that from the \$80,000 allowance, there is \$36,000 remaining. A recommendation would be to put the surplus toward the administrative area. Mr. Bisson summarized the changes to proposed for the admin area which included a locked front entrance vestibule, ADA accessibility, new counter, change in principal's office, blinds on windows, painting, among other items.

Mr. Bisson shared a wish list of items that Mr. White gave to him with possible uses for surplus funds. Since it is an extensive list, Mr. White will prioritize for Harvey and Harriman and a cost for items will be calculated. Mr. White had described the list as a brain storming exercise.

Mr. Dubois stated they will have a better idea in two weeks of potential remaining funds.

- VIII. COMMITTEE FINANCIAL REPORT:** Libby reviewed the working budget with the committee and stated that she separated Harriman costs. A negative balance is left and she will take funds from the contingency. The advertising/legal budget and permitting fees budget of \$75,000 and \$55,000 respectively will be put into contingency, leaving \$10,000 in the legal budget line.

Ms. Simmons will create a separate contingency worksheet.

- IX. FINANCIAL AND STATUS UPDATE:** Ms. Simmons reviewed the report stating there is a budget availability of \$797,195.15 including contingencies.

Jan Nedelka moved, Keith Holt seconded to approve the financial and status update. An oral **VOTE PASSED 6/0.**

- X. CUBBIE UPDATE:** Mr. Bisson showed a sample of a locker that is made of the heavy plastic recommended for the GES cubbies. The cubbies will be durable and large enough for 2 students with 2 hooks for each student. The base will be raised so it will have a built-in look. There is a fire rating of 1 hour. Mr. Bisson showed samples of possible colors.

- XI. CONTINGENCY UPDATE:** Addressed earlier in the agenda.

- XII. SAND CASTLE COMMITTEE UPDATE:** Ms. Dunton stated that they are still working on end of year plans. The team will meet again on April 16 to determine how to progress through the summer. Sound tiles will be added over April vacation. These tiles will remain after the project is complete.



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XIII. DRED UPDATE: No update at this time.

XIV. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include DRED update, financials, manifest, change orders, FFE committee, contingency update. The next meeting will be April 24 at 4:30 pm.

XV. MATTERS OF INTEREST: Mr. Ciotti will ask Mr. Parker to contact DRED again to determine status. He summarized the DRED situation for Dr. Harbron. Mr. Brooks will send an the estimate from Desmarais so the committee has an exact amount for the additional testing.

XVI. ADJOURNMENT: Steve Haight moved, Jan Nedelka seconded to adjourn the meeting at 5:50 pm. An oral **VOTE PASSED 6/0.**