



JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School Classroom
Meeting Date:	Tuesday, August 14, 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, August 14, 2018 at 4:36 p.m. in a Garrison School Classroom by JBC Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Keith Holt, Carolyn Mebert, Steve Haight and Jan Nedelka. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representatives Carl DuBois and Adam Reynolds, Clerk of the Works Mike Brooks, Business Administrator Libby Simmons, Interim Facilities Manager Joe Stone, Superintendent Bill Harbron and Principal Beth Dunton.
- II. **CITIZENS' FORUM:** No one addressed the JBC. Ms. Simmons introduced Joe Stone as Jeff White's replacement.
- III. **APPROVAL OF AGENDA:** Jan Nedelka moved, Karen Weston seconded to approve the agenda. An oral **VOTE PASSED 6/0**.
- IV. **APPROVAL OF MEETING MINUTES FOR JULY 31, 2018:**
Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of July 31, 2018 as amended. \$6,500 was changed to \$20,340 in the Desmarais manifest in the approved version. \$20,340 was the amount approved by the committee. An oral **VOTE PASSED 6/0**.
- V. **MANIFEST APPROVAL:**
Steve Haight moved, Jan Nedelka seconded to approve manifest #GES47 to Harvey Construction Corporation for construction services through July 31 in the amount of \$856,938.08. A roll call **VOTE PASSED 6/0**. Mr. Reynolds summarized the manifest details. The project is 46% overall complete.

Keith Holt moved, Jan Nedelka seconded to approve manifest #GES48 to Optiv for WAPS in the amount of \$15,334.48. A roll call **VOTE PASSED 6/0**.

Jan Nedelka moved, Steve Haight seconded to approve manifest #GES49 to Ockers for installation of projectors in the amount of \$1,890.00. A roll call **VOTE PASSED 6/0**.

Steve Haight moved, Jan Nedelka seconded to approve manifest #GES50 to Horizon Engineering for commissioning services through July 27 in the amount of \$2,742.00. A roll call **VOTE PASSED 6/0**.
- VI. **APPROVAL OF CHANGE ORDERS:**

Karen Weston moved, Jan Nedelka seconded to approve reallocation of \$18,670 from moisture mitigation allowance to additional floor prep. A roll call **VOTE PASSED 6/0**. There are funds available in the allowance to cover the floor prep.



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- VII. HARVEY/HARRIMAN UPDATE:** Mr. Bisson updated the committee on the status of the project. He commented that they went through the punch list yesterday and the engineers will be doing the same today. All on the team seem happy with the results at this time. The schedule is tight, but all parties are working together for a smooth transition. There will be a substantial completion as a partial which will start the warranty on the completed wing. The punch list does not have substantial items and they will be addressed when students are not in the building. The remaining issues will not affect the opening of school.

The cubbies have been installed and look good. Some furniture deliveries have arrived with others coming. Deliveries are on track but need to be pushed.

Mr. Reynolds commented that the final life safety alarm inspection is tomorrow, and the building inspector is doing a walk through on Thursday. Sprinklers will be re-inspected on Wednesday after an issue was found in first inspection. Carter will be cleaning sprinkler heads and replacing those that need to be replaced prior to the inspection.

- VIII. FF&E UPDATE:** Addressed in the Harriman update.

- IX. ADMIN AREA UPDATE:** Painting is almost done. Final pieces are being completed. HVAC is complete. It looks unfinished because carpeting is covered by cardboard for protection.

- X. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report. The unobligated funds are currently \$43,177.31.

- XI. FINANCIAL AND STATUS REPORT:** Jan Nedelka moved, Keith Holt seconded to approve the financial and status report. An oral **VOTE PASSED 6/0.**

- XII. DRED UPDATE:** Mr. Ciotti believes there is a meeting scheduled for more discussion on the issue. DRED will be visiting the City on August 23. Mr. Ciotti stated that the baseball field was dug up in error. It is DRED property and off limits until DRED releases it. At this time, the baseball field is being reconfigured for better drainage. He is hopefully, that DRED would release it when they visit in August. When DRED gave the land to the City for recreational use, as of July 31, 2018, the 40-year window had expired which would allow the City to do whatever they would like with the property. DRED would need to let the City know about this in writing and doesn't happen automatically. At a later time, it will be determined where to place the basketball hoops. Mr. DuBois commented that he doesn't think anything was violated. Mr. Ciotti responded that DRED is still the landlord of the property and have been for 40 years. Mr. Ciotti, Mr. Parker and City Manager Joyal hoped that DRED would just release the property to the City, but that hasn't happened yet.



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Mr. Ciotti noted that the fields needed to be reconfigured anyway due to the poor drainage so something good will come from it.

Mr. Ciotti added that the large amount of rain has show that there are draining issues and should be addressed if there are funds available since it is a life safety issue.

XIII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include bids, DRED update, financials, manifest, change orders, FFE update. The next meeting will be August 28 at Garrison School at 4:30 pm in the Garrison School Library.

XIV. MATTERS OF INTEREST: none

XV. ADJOURNMENT: Karen Weston moved, Jan Nedelka seconded to adjourn the meeting at 5:21 pm. An oral **VOTE PASSED 6/0.**