| DOVER SCHOOL DISTRICT | JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES | |
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| | Meeting Type: | Regular Meeting |
| | Meeting Location: | Supt. Conference Room, McConnell Center |
| | Meeting Date: | **Tuesday, September 25, 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, September 25, 2018 at 4:32 p.m. in the Superintendent's Conference Room in the McConnell Center by JBC Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Carolyn Mebert, and Steve Haight. Jan Nedelka and Keith Holt were excused. Also, in attendance were Harriman representatives Dan Bisson and Mark Lee, Harvey Construction representative Adam Reynolds, Clerk of the Works Mike Brooks, Facilities Director Joe Stone, Superintendent Bill Harbron, Business Administrator Libby Simmons, and Principal Beth Dunton.

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

III. **APPROVAL OF AGENDA:** Steve Haight moved, Karen Weston seconded to approve the agenda as presented. An oral **VOTE PASSED 4/0.**

IV. **APPROVAL OF MEETING MINUTES FOR SEPTEMBER 11, 2018**:
Carolyn Mebert moved, Karen Weston seconded to approve meeting minutes of September 11, 2018 as presented. An oral **VOTE PASSED 4/0**.

V. **MANIFEST APPROVAL:**
Karen Weston moved, Carolyn Mebert seconded to approve manifest #GES54 to Harriman for Professional and FF&E Services totaling $4,341.50. A roll call **VOTE PASSED 4/0.**

VI. **APPROVAL OF CHANGE ORDERS:**
Steve Haight moved, Karen Weston seconded to approve PCO #027 for revision of urinal screen size in the amount of $1,355.19 with the stipulation that Harriman will review this to determine responsibility and issue a credit. A roll call **VOTE PASSED 3/1 (Mebert opposed).** This is due to a plumbing code change that was not known. Changes are typically in ADA specifications. Mr. Lee stated that Harriman will review to determine how much is Harriman's responsibility and a credit may be provided to the JBC.

Karen Weston moved, Carolyn Mebert seconded to take no action on PCO #029, the repair of an existing roof drain most likely caused by vandalism. A roll call **VOTE PASSED 4/0.** The drain is repaired and functioning**.** Ms. Simmons will contact insurance to re-open the claim

Carolyn Mebert moved, Steve Haight seconded to approve PCO #030 for all inspectional service requirements to occupy the school in the amount of $27,214.00. A roll call **VOTE PASSED 4/0.**

Steve Haight moved, Karen Weston seconded to approve PCO #031 a new backflow preventor in the amount of $1,815.32. This was also a requirement of inspectional services. A roll call **VOTE PASSED 4/0.**

Karen Weston moved, Steve Haight seconded to approve PCO #032 to replace existing valves that were not functional if the amount of $3,822.88. A roll call **VOTE PASSED 4/0.**

Karen Weston moved, Steve Haight seconded to approve PCO #033 to add a transformer in the amount of $33,219.57. A roll call **VOTE PASSED 4/0**. An additional change order will be brought forward for the cost of the diesel fuel.

Karen Weston moved, Steve Haight seconded to approve PCCO #016 in the amount of $68,581.49 which includes PCO's 25, 26, 27, 28, 30,31, 32, 33 with the provision that a credit of $1,154.53 occurs at the next meeting. This is for PCO 25 that will come from Harvey's contingency. A roll call **VOTE PASSED 4/0.**

VII. **HARVEY/HARRIMAN UPDATE:** Mr. Reynolds stated that everything is going well, and they are working on finishes. The slab for the new restroom is being poured tomorrow. Rough electric is being installed. Work is improving for this phase due to experience with the last phase.

Cracks in walls were discussed and are from a pre-existing condition. These will occur in all the walls along the corridor. Mr. Reynolds stated that $12,000 was budgeted for patching existing walls in the GMP. The cost is closer to $60,000 and will be offset with savings from other projects. He commented that he will review the cost to fix these cracks and provide to the JBC. The cracks are only an aesthetic issue. The cost could be an additional $6,000.

Mr. Bisson stated that they are working on Eversource rebates, trying to obtain as much approved as possible for 2019.

VIII. **KINDERGARTEN CLASS CONFIGURATION:** Ms. Dunton informed the JBC that if funds are available, she would like to have the last 2 classes in the K-1 wing updated with some of the same updates as other classes since they will have an inconsistent, outdated look. She is looking for new floor tile and a change in restrooms in these rooms. The restrooms are currently very small and overflow constantly. She mentioned an option of changing into supply closets. Students would use bathrooms in the hall as opposed to in the classroom. The two classes currently meet the code for requirements for kindergarten classes, but Ms. Dunton believes that a waiver received earlier would apply to those classrooms also if the bathrooms were removed

Mr. Reynolds will provide an estimate for this. Mr. Ciotti stated that he is hesitant about changing restrooms due to codes. If the waiver would allow a different size toilet or sink to be installed, it may be something to discuss.

Mr. Stone recommended having a candid conversation with inspectional services. Mr. Bisson commented that they would research the bathroom issue.

Mr. Brooks stated that he spoke with James Maxfield, as requested to determine if the bathroom installed is able to be used if it isn't ADA compliant, if it is appropriately marked and there are other staff ADA bathrooms. The bathroom would still need to meet the standard measurements for a bathroom.

**IX. FF&E UPDATE:** Mr. Bisson stated they are developing a plan for the next phase of deliveries. He noted there would be someone at the building when items are being delivered. Mr. Brooks also recommended that a list be kept of what should be delivered with quantities. He added that he would most likely to assist when the delivery occurs at the end of December, even though Mr. Bisson said that he would not be expected to be there since he is occupied with the high school.

**X. RESTROOM UPDATE:** Updated earlier in the agenda. The new bathroom will be finished next week.

**XI. GENERATOR UPDATE:** Discussed earlier. The only other change order for this will be for the fuel.

**XII. COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report stating no changes since the last meeting. Mr. Reynolds discussed Harvey's contingency, stating the overall value of $293,506, is correct. Ms. Simmons stated the net contingency and unobligated funds is $261,511. Mr. Reynolds reviewed the allowances noting that they are projecting a $67,186 savings in allowances. Ms. Dunton stated there are security gaps and asked if they could be bridged with the funds.

The committee discussed the gym floor logo. Ms. Dunton will ask other elementary principals to send photos of their gym's center court.

**XIII. DRED UPDATE:** Mr. Bisson shared drawings of the site work provided by Recreation Director Gary Bannon. Mr. Bisson state that they need to inform Harvey how they want to re-create the baseball field and what they want to do with the basketball courts.

Mr. Ciotti stated that he is reluctant to agree to the potential location due to drainage issues and the bus loop. It was agreed that the baseball field needs to be created sooner rather than later due to the upcoming winter season.

Mr. Ciotti will contact City Engineer Gretchen Young to inform her that they are waiting for a drawing to move forward. He will also talk with Mr. Bannon regarding the infield mix.

Ms. Weston questioned location of the basketball court since it needs to be flat and recommended that Mr. Ciotti talk with Mr. Bannon about the location. Mr. Ciotti also suggested that the basketball court be located across the stress to which Ms. Dunton agreed that it may be an option. She noted that students would use during recess but agrees that there could be drainage issues. She stated that she doesn't know when the courts need to be replaced, adding that the location could be better in the long term.

Ms. Weston recommended waiting until the drainage and bus loops are resolved and then go from there before replacing basketball court.

Ms. Dunton suggested possibly splitting the basketball courts so that there is one at the school and the other across the street. Mr. Ciotti recommended possibly putting a course across the street for now to satisfy DRED and then another can be placed at Garrison at a later time.

**XIV. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA:** Agenda items include bathroom, urinal screens, K-1 configuration, DRED update, financials, manifest, change orders, FFE update. The next meeting will be October 9 at the Superintendent's Office at 4:30 pm. Mr. Brooks will speak with Mr. Maxfield about providing written approval accepting the bathroom as is, without ADA access.

**XV. MATTERS OF INTEREST**: none

**XVI. ADJOURNMENT:** Karen Weston moved, Carolyn Mebert seconded to adjourn the meeting at 5:55 pm**.** An oral **VOTE PASSED 4/0.**