DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Supt. Conference Room, McConnell Center
Meeting Date:	**Tuesday, October 23, 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, October 23, 2018 at 4:35 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, Jan Nedelka and Keith Holt. Carolyn Mebert arrived at 4:40 pm. Steve Haight was excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representatives Adam Reynolds and Carl Dubois, Facilities Representative Angel Doyle, Superintendent Bill Harbron, Business Administrator Libby Simmons, and Principal Beth Dunton.

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

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

IV. APPROVAL OF MEETING MINUTES FOR OCTOBER 9, 2018:
Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of October 9, 2018 as amended. In section 8, the last line in the section, "the current pump is not large enough for the second boiler" is stricken from the record. An oral **VOTE PASSED 4/0**.

V. MANIFEST APPROVAL:
Jan Nedelka moved, Karen Weston seconded to approve manifest #GES57 to Harriman for professional services in the amount of $3,960.00 through September 30. A roll call **VOTE PASSED 5/0.**

Discussion ensued on this invoice as to whether it was regular cleaning/maintenance or due to construction. Mr. DuBois requested that Harvey is contacted if there is a need similar to this. Ms. Dunton stated this was done because there wasn't any major cleaning over the summer due to construction.

Karen Weston moved, Jan Nedelka seconded to table manifest #GES58 to C&W Facility Services for construction clean up for work on 9/2/18. An oral **VOTE PASSED 5/0.**

Jan Nedelka moved, Karen Weston seconded to approve manifest #GES59 to School Furnishings for FFE services in the amount of $13,651.44. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Karen Weston seconded to approve manifest #GES60 to Virco, Inc. for FFE services in the amount of $22,466.02. A roll call **VOTE PASSED 5/0.**

VI. APPROVAL OF CHANGE ORDERS:

Jan Nedelka moved, Karen Weston seconded to approve PCO #35 in the amount of $1,389.79 for the balance of the added transformer. A roll call **VOTE PASSED 5/0.**

Mr. Bisson stated that he will talk with Mr. Lee about review of all change orders to determine responsibility for payment.

Jan Nedelka moved, Karen Weston seconded to approve PCO #36 in the amount of $3,015.03 for flooring in the teacher's room. A roll call **VOTE PASSED 5/0.**

To the best of their knowledge, there is no additional asbestos tile in the building. This would be for all of the known areas that have been touched.

Jan Nedelka moved, Keith Holt seconded to approve PCO #37 for $19,222.10 for added duct smokes required due to code. A roll call **VOTE PASSED 5/0.**

Ms. Dunton noted that Mike Halliday stated that they would need to know by the next meeting if a change is to be made in the kindergarten area.

Mr. Nedelka stated his reluctance to support this change due to unforeseen contingency items. Mr. DuBois noted that $68,000 may be expended out of the allowance budget. He is optimistic that there will be enough money in the budget for this item. Mr. DuBois will generate a PCO closing out allowances so that the JBC will know better where they stand.

Shelving and plumber's costs will need to be added to make the change from restrooms to storage. The cost would be approximately $1200.00.

Jan Nedelka moved, Keith Holt seconded to table PCO #38 for $27,280.18 for additional kindergarten finishes. This includes millwork, flooring and shades. The does not include the change in the small bathrooms to storage. An oral **VOTE PASSED 5/0.**

Jan Nedelka moved, Karen Weston seconded to approve PCO #39 for $18,575.96 for the replacement of the boiler pump. A roll call **VOTE PASSED 5/0.**

Most of the costs (100 hrs.) for this were spent trying to determine the issue.

Keith Holt moved, Jan Nedelka seconded to approve PCO #40 for $2,549.64 for the replacement of a leaking coil in the administrative area. A roll call **VOTE PASSED 4/1 (Weston opposed).** The JBC discussed whether this could be a maintenance issue as opposed to a JBC issue. It was determined that this issue is most likely related to the construction.

Jan Nedelka moved, Keith Holt seconded to approve PCO #41 for $32,280.48 for the added staff restroom. A roll call **VOTE PASSED 5/0.**

This cost will completely outfit the new bathroom.

Jan Nedelka moved, Keith Holt seconded to table the catwalk for $29,000 for the catwalk and steel. Painting and patching would not be included. An oral **VOTE PASSED 5/0.**

An option would be for a ladder instead of a catwalk. The area is for filter replacement and would be used a few times per year.

VII. **HARVEY/HARRIMAN UPDATE:** Mr. Reynolds stated that next week they will be getting their above ceiling inspections, millwork will be going in, working through finishes. Coordination of furniture deliveries is occurring. The next group of classes will be moving two days before the Christmas break.

Mr. Bisson stated that he has given the Eversource plan to Ms. Simmons. Phase one is complete and they can review at any time. The potential rebate for lighting is over $15,000. He contacted Unitil and found that they don't rebates for cast iron boilers.

VIII. **KINDERGARTEN CLASS CONFIGURATION:** Discussed earlier in the meeting.

IX. **FF&E UPDATE:** Mr. Bisson stated that he has been working with Ms. Dunton. Next deliveries are being scheduled.

X. **RESTROOM UPDATE:** Discussed earlier in the meeting. Mr. Ciotti asked Mr. Harriman to request something in writing or a response to an email confirming acceptance of the restroom as presented to him.

XI. **COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report. She stated that there is $177,877.94 in contingency and approximately $115,000 in rebates and allowances which would be added to the total.

XII. **DRED UPDATE:** Mr. Ciotti stated that there isn't anything new with DRED. Mr. Reynolds stated that the ballfield will be started in approximately two weeks. They are trying to obtain costs before the next meeting.

XIII. **REVIEW ACTION ITEMS AND BUILD NEXT AGENDA:** Agenda items include bathroom, K-1 configuration, DRED update, financials, manifests, change orders, FFE update, update on credits from Harriman. The next meeting will be November 6 at the Superintendent's Office at 4:30 pm.

XIV. MATTERS OF INTEREST: Mr. Holt asked Ms. Dunton how the staff is doing with the construction to which Ms. Dunton responded that the teachers whose rooms have been completed are grateful to be done. Others are coping with the changes and know it will be worth it. She believes the last phase will be the most difficult since grades affected are Kindergarten and First grade. They will need to start aligning their schedules soon to prepare for the change.

The basketball hoops are housed in the trailer for now to protect from the elements. Mr. Holt recommended thinking about a ribbon cutting ceremony in the near future so that plans are coordinated well in advance.

XV. ADJOURNMENT: Karen Weston moved, Keith Holt seconded to adjourn the meeting at 5:45 pm**.** An oral **VOTE PASSED 5/0.**