DOVER SCHOOL DISTRICT	**JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES**
	Meeting Type: Regular Meeting Meeting Location: Supt. Conference Room, McConnell Center Meeting Date: **Tuesday, November 20, 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, November 20, 2018 at 4:48 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 Jan Nedelka, Steve Haight and Keith Holt. Carolyn Mebert and Karen Weston were excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representatives Adam Reynolds and Carl Dubois, Facilities Representative Mike Brooks, 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, Keith Holt seconded to approve the agenda as presented. An oral **VOTE PASSED 4/0.**

IV. **APPROVAL OF MEETING MINUTES FOR NOVEMBER 6, 2018**:
Jan Nedelka moved, Keith Holt seconded to approve meeting minutes of November 6, 2018 as presented. An oral **VOTE PASSED 4/0**.

V. **MANIFEST APPROVAL:**
Jan Nedelka moved, Keith Holt seconded to approve manifest #GES65 to Pro AV Systems for 8 Lightspeed Topcat Systems and 8 Redcat Access Systems in the amount of $23,150.00. A roll call **VOTE PASSED 4/0.**

Jan Nedelka moved, Keith Holt seconded to approve manifest #GES66 to Harriman for professional services through 10/31/18. A roll call **VOTE PASSED 4/0.**

VI. **APPROVAL OF CHANGE ORDERS:**
Jan Nedelka moved, Keith Holt seconded to approve PCCO #018 for a credit in the amount of $29,043.21 for PCO's 38, 42, 43, 44, 45, 46, 48, 49. A roll call **VOTE PASSED 4/0.**

VII. **UPDATE ON CREDITS FROM HARRIMAN:** Will be discussed at next meeting.

VIII. **HARVEY/HARRIMAN UPDATE:** Mr. Reynolds stated that everything is going well and there are no concerns at this time and issues going forward are not anticipated

Mr. Bisson added that they will be reviewing the punch list soon. They are starting to move forward with some portions of phase III that can be started early.

Ms. Dunton commended Harvey staff for their assistance in the project and for going "above and beyond".

IX. **EVERSOURCE REBATE TIMELINE:** There is no change, and everything is on schedule. They are hoping for a review prior to January 1 so that 2018 funds may be allocated to the project.

X. **FF&E UPDATE:** Mr. Bisson stated that they are in the process of finalizing dates and there are no issues.

XI. **COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report. Rebates are not included in the report.

XII. **FINANCIAL AND STATUS UPDATE:** Jan Nedelka moved, Keith Holt seconded to approve the financial and status update. An oral **VOTE PASSED 4/0.**

XIII. **DRED UPDATE:** Mr. Ciotti stated that there is no DRED update at this time.

XIV. **REVIEW ACTION ITEMS AND BUILD NEXT AGENDA:** Agenda items include DRED update, financials, manifests, change orders, FFE update, update on credits from Harriman, Eversource rebate timeline, heating systems, security system. The next meeting will be December 4 at the Superintendent's Office at 4:30 pm. The December 18 meeting is scheduled to occur at Garrison School.

XV. **MATTERS OF INTEREST**: Mr. Brooks asked for heating systems to be included in the next agenda (cost to combine the two separate systems in the building) and Security Systems (needs to be made to work as it should).

XVI. **ADJOURNMENT:** Keith Holt moved, Jan Nedelka seconded to adjourn the meeting at 5:12 pm**.** An oral **VOTE PASSED 4/0.**