DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE
DOVER HIGH SCHOOL AND REGIONAL CTC
MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Dover High School Conference Room
Meeting Date:	**Tuesday, January 8, 2019**
Meeting Time:	**4:30 p.m.**

I. **CALL TO ORDER AND ROLL CALL:** A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order on Tuesday, January 8, 2019 at 4:36 p.m. in the Dover High School CTC Conference Room. Present were Bob Carrier, Amanda Russell, Sarah Greenshields, Dennis Shanahan and Mark Geuther. Matt Severson was excused. Also present were Superintendent Bill Harbron, PC Construction Representatives, Jay Fayette, Garret Bertolini and Ellen Brooks, HMFH representatives Tina Stanislaski and Alan Pemstein, Fire Chief Eric Hagman, C & W Representative Mike Brooks, Business Administrator Libby Simmons, DHS Principal Peter Driscoll, Athletic Director Peter Wotton, CTC Director Lisa Danley, Incoming Clerk of the Works Stephanie Parsons, Community Services Director John Storer.

II. **CITIZEN'S FORUM:** Community Services Director John Storer introduced Stephanie Parsons as the new Clerk of the Works. She will be starting her position within a few weeks and is currently employed by UNH.

III. **APPROVE MEETING MINUTES FROM DECEMBER 11 AND DECEMBER 17, 2018:** Amanda Russell moved, Sarah Greenshields seconded to approve the minutes of the dates listed above as presented. An oral **VOTE PASSED 5/0.**

IV. **APPROVE MANIFESTS:**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC210 in the amount of $2,200.00 to Glover Plumbing Company for air line work in the paint booth in the auto body classroom. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC211 in the amount of $4,710.81 to RMS Electric for wiring of the kiln fan and for loading dock area outlet and circuit installation. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC212 in the amount of $11,318.50 to Project Adventure for the challenge course deposit. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC213 in the amount of $525.00 to Ockers Company for installation services. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC214 in the amount of $6,732.03 to Robert Half Technology for temporary IT support. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC215 in the amount of $7,900.00 to Airgas USA for the Downflex Weld Fume Downdraft Table. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC216 in the amount of 340,960.26 to W.B Mason for FFE purchases for DHS and CTC. A roll call **VOTE PASSED 5/0.**

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC217 in the amount of $45,074.81 to Midwest Technology for FFE purchases. A roll call **VOTE PASSED 5/0.**

V. REVIEW AND APPROVE CHANGE ORDER PROPOSALS:

Amanda Russell moved, Sarah Greenshields seconded to approve owners change order 190133 RFI-462 Bellamy/Alumni Catchbasin in the amount of $10,305.00. A roll call **VOTE PASSED 5/0.** Ms. Russell stated her belief that this is city owned and the City also will benefit from this and it should be a shared expense. It was determined that this will be discussed with the City Manager. Mr. Storer noted that there are other issues that are related to this.

Amanda Russell moved, Sarah Greenshields seconded to approve change order 190317 RFI-798 Power to Airmax Filtration Units in the amount of $1,501.00. A roll call **VOTE PASSED 5/0.**

VI. COMPLETION PLAN: This was discussed at the earlier meeting. Mr. Bertolini stated that PC is working through commissioning and inspection services, as well as punch lists. Mr. Fayette stated that they will provide an update to the JBC on dates for completion of items. Mr. Carrier stated his belief that they will be in great shape within 1-2 months.

Dennis Shanahan moved, Amanda Russell seconded to suspend the rules to allow a citizen to speak even though Citizen's Forum had been closed. An oral **VOTE PASSED 5/0.**

Allison Davis, 11 Hidden Valley Dr. stated her support of natural grass as opposed to synthetic turf. Her statement is archived with meeting minutes. Mr. Carrier confirmed that there would be a workshop of this topic for the public.

VII. PC/HMFH UPDATE INCLUDING RETAINAGE DISCUSSION: This was discussed at the earlier meeting and is the reason for a completion plan.

VIII. ABATEMENT PROGRESS: Mr. Bertolini stated the 2nd and 3rd floor walls and ceiling tiles were removed and 80% of the 1st floor is done. The CTC demolition will begin soon, and abatement should be completed in mid-February. There have not been any surprises during the process. Ms. Stanislaski noted that the abatement is 8 weeks late.

IX. OPTIONS FOR NATURAL TURF DISCUSSION/PRICING: Mr. Bertolini stated plans to move forward with the turf field and would need to make a decision soon. Ms. Russell stated they are also getting prices on the track. Mr. Bertolini added that a survey was done on the track and was given information on the minimum that could be done on the track as an alternative.

Mr. Wotton added his opinion noting that his preference would be to do the track and the field at the same time. He would prefer that it be done correctly.

X. Mr. Geuther asked if funds could be set aside for future use if the track and turf are delayed since Mr. Wotton recommended delaying until both could be completed. Mr. Carrier stated that he doesn't believe that the City Council would give additional money for both to be completed. Mr. Carrier stated that there will be a penalty if the contract with the turf contract is terminated. It was determined that the JBC would need to be active. Remaining funds must go to "like" projects.

Mr. Shanahan noted that the turf field hasn't been finalized since the JBC has not approved it. He also commented that future costs to replace the turf field should be considered. He believes a workshop should occur as soon as possible. Mr. Bertolini said that the field should be started in mid-April. He added that the LOR was submitted for the field and they need to be informed if the decision changes.

Mr. Bertolini discussed some of the issues with the track. Ms. Russell added that the entire track isn't bad, just the surface area.

Ms. Greenshields asked if the 5-year maintenance cost for field and track maintenance is determined to see how much will be saved if they go forward with the new track and field. Ms. Russell confirmed there is an expense, but not a large amount.

Mr. Shanahan commented that the JBC needs to understand all costs for the long run. Mr. Brooks noted that revenue may occur by renting out the fields also which would be more possible if there is a synthetic field. Mr. Brooks also added that a certain percentage of the cost of an upgrade would need to occur to make the stadium ADA compliant. It was determined that the JBC needs more information on codes.

Mr. Carrier stated they would need to find the costs for changing the current contract and it will be a difficult decision either way. Mr. Geuther stated that one of his biggest concerns is if the remaining funds are enough to complete everything that they want to do.

Mr. Fayette commented that it will be a minimum of 3 months to do the field only.

XI. GYM FLOOR UPDATE: Mr. Carrier stated that consultants have looked at it for their opinion. There is a 3rd party providing an opinion also since there are two conflicting opinions from HMFH and PC Construction consultants. There will be a cost for this 3rd opinion and Mr. Stanislaski will bring to the JBC for approval. She will send the HMFH report and Mr. Bertolini will send their report. The volleyball issue will be resolved this summer also.

XII. FENCING UPDATE: Mr. Driscoll stated the reasons for needing a new fence in the Bellamy Rd. area and the possibility of using a fence or granite blocks. His preference would probably be a fence and the estimate seem more reasonable than past estimates. A decision doesn't need to be made immediately. Mr. Driscoll stated he has interest in using the granite boulders for other projects to which Mr. Storer confirmed they would most likely be available. It was confirmed that the JBC will not be funding a new fence on the other side of Bellamy Rd. Mr. Shanahan noted that a fence would provide a safer playing field. All agreed the cost was favorable.

XIII. TENNIS COURT UPDATE: Ms. Vitko is still working on grant funding. Mr. Wotton stated that Ms. Vitko informed him that a photo of the location is needed for grant processing.

XIV. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the contingency with the JBC. The full amount has almost been reimbursed by the State for CTC. Ms. Simmons recommended moving $150,000 from the owner's contingency into the place holding line for PC pending items due to potential change orders. $189,000 are not accounted for in the current pending line.

It was determined that there may not be a need for all of the funds of $540,000 currently in technology. Mr. Driscoll added that there may be $50,000 remaining in FF&E after all purchases.

Ms. Stanislaski commented that there will be more change orders for the paint booth and recommended that they are funded from FF& E.

Dennis Shanahan moved, Mark Geuther seconded to transfer $150,000 from the contingency fund to the place holder line item. A roll call **VOTE PASSED 5/0.**

Mr. Pemstein stated that their consultants meet with sub-contractors to resolve differences before organizing a sub committee to look into change orders. Mr. Bertolini will schedule the meeting.

XV. FINANCIAL AND STATUS UPDATE: Amanda Russell moved, Sarah Greenshields seconded to approve the financial and status update. An oral **VOTE PASSED 5/0.**

XVI. MATTERS OF INTEREST: Information on grass fields was shared with the committee.

XVII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS: Ms. Russell noted that there was a Board meeting held in the DHS auditorium. Mr. Brooks updated the committee on the odor in the animal science barn. Mr. Bertolini stated that it was balanced recently and has improved somewhat. Commissioning will go through systems to determine issues. If nothing is found, the design team will be contacted to try to find a resolution. Ms. Russell commented that she has heard there is a large black X on the inside of one of the boy's bathroom doors. She will try and determine the exact location.

Mr. Brooks will be working with Ms. Parsons to update her on the construction projects.

The next regular meeting is scheduled for Tuesday, January 22 at 4:30 pm in the Superintendent's Conference Room in the McConnell Center.

XVIII. ADJOURNMENT: Sarah Greenshields moved, Dennis Shanahan seconded to adjourn the meeting at 6:15 pm**.** An oral **VOTE PASSED 5/0.**