DOVER SCHOOL DISTRICT	JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES	
	Meeting Type:	Regular Meeting
	Meeting Location:	Supt Conference Room, McConnell Center
	Meeting Date:	**Tuesday, March 12, 2019**
	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, March 12, 2019 at 4:30 p.m. in the Supt Conference room in the McConnell Center by Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Keith Holt and Steve Haight. Jan Nedelka and Carolyn Mebert were excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representatives Adam Reynolds and Carl DuBois, Superintendent Bill Harbron, Business Administrator Libby Simmons, Principal Beth Dunton, and Community Services Director John Storer.

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

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

IV. **APPROVAL OF MEETING MINUTES FOR FEBRUARY 12**:
Steve Haight moved, Keith Holt seconded to approve meeting minutes of February 26, 2019 as amended with a correction to a typographical. An oral **VOTE PASSED 4/0**.

V. **APPROVAL OF CHANGE ORDERS:**
Keith Holt moved, Steve Haight seconded to approve PCOO #021 in the amount of $18,266.05 for change orders 53 and 55. A roll call **VOTE PASSED 4/0.**

Keith Holt moved, Karen Weston seconded to approve PCO #056 in the amount of $7,831.92 for Guardrail/Fall Protection in the stage area. A roll call **VOTE PASSED 4/0.**

Keith Holt moved, Karen Weston seconded to approve PCO #057 in the amount of $0 for new light fixtures at room 169. This was removed due to a demolition error and the cost is covered by contingency. A roll call **VOTE PASSED 4/0.**

Change orders 58 needed to be completed due to Change order 59. Air conditioning needed to be added to the data room due removal of the door and lack of air circulation.

Keith Holt moved, Steve Haight seconded to approve PCO #058 in the amount of $15,836.91 for installation of ductless split unit in data room 188. A roll call **VOTE PASSED 4/0.**

Keith Holt moved, Steve Haight seconded to approve PCO #059 in the amount of $4,629.69 for Date Room Door Opening. A roll call **VOTE PASSED 4/0.**

VI. **HARRIMAN/HARVEY UPDATE:** Mr. Reynolds stated that all is going well and is on schedule. The ceiling will be closed by the end of the month. Architectural finishes are complete and punch lists are in process. As the weather improves, exterior painting will begin and other outside work. They will be moving over April break. No concerns at this point. After the move, partitions will be removed from the gym and the floor re-finished. There may be re-purposing for certain items remaining from the gym classrooms. Mr. DuBois added that if Ms. Dunton lets them know where she would like whiteboards placed, they would be able to install them for the school prior to the end of the project.

Ms. Weston asked about the old pump to which Mr. Storer responded that it would most likely be surplus since there is probably no use for it in the school or city.

Mr. Ciotti asked about the status of the walkway in the front of the school to which Mr. Reynolds responded that it would be paved after April break.

Ms. Dunton mentioned a heater that is not operational due to incorrect wiring. Mr. DuBois stated that an option would be to convert to hot water. Mr. Reynolds will price options for electric and hydronic and bring back to the JBC. It will be determined if this is a maintenance cost for the District or a JBC cost.

Mr. Harriman stated that all is going well on their end also. Punch lists will occur from April 15-19. soon. Furniture will be delivered will occur beginning April 23. Someone from Harriman will be present during deliveries to ensure accuracy.

Duct work was painted and sealed over February break and they will go over it again during April break.

VII. MANIFEST APPROVAL:

Keith Holt moved, Steve Haight seconded to approve GES81 to Horizon Engineering in the amount of $454.00 for commissioning services through February 1, 2019. A roll call **VOTE PASSED 4/0.**

Keith Holt moved, Steve Haight seconded to approve GES82 to Harvey Construction for services through February 28, 2019 in the amount of $293,219.19. A roll call **VOTE PASSED 4/0.**

VIII. END OF PROJECT CEREMONY: Ms. Dunton noted again that she would like the ceremony to occur at the first or second day of school in the fall.

IX. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the financial report. A matrix was provided to Eversource with information regarding light fixtures, etc. There is approximately $8,000 still coming from Eversource. Ms. Weston noted that she wants to make sure that funds are available to complete outside work.

X. FINANCIAL REPORT AND STATUS REPORT: Karen Weston moved, Keith Holt seconded to approve the financial and status report. A roll call **VOTE PASSED 4/0.**

Ms. Simmons reviewed the report for the JBC.

XI. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, change orders, update on parking lot and drain line, heating upgrade. The next meeting will be March 26 at the McConnell Center.

XII. MATTERS OF INTEREST: Mr. Storer stated that Assistant Engineer Gretchen Young is getting an estimate for work to be completed and he should have a total cost at the next meeting, along with a scope of work.

XIII. ADJOURNMENT: Karen Weston moved, Keith Holt seconded to adjourn the meeting at 5:15 pm**.** An oral **VOTE PASSED 4/0.**