JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School Parking/Recess Area/Library
Meeting Date:	**Tuesday, April 9, 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, April 9, 2019 at 4:32 p.m. in the parking/recess area of Garrison School by Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Keith Holt, Steve Haight and Jan Nedelka. Carolyn Mebert was 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, C&W Facilities Manager Mike Brooks and City Engineer Gretchen Young.

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

III. **APPROVAL OF AGENDA:** Steve Haight moved, Karen Weston seconded to move up item 8 (Update on parking lot, lighting, and drain line). An oral **VOTE PASSED 5/0.**

IV. **UPDATE ON PARKING LOT/LIGHTING/DRAIN LINE: Moved up in the agenda.** Mr. Bisson stated lights are part of the base contract and installed, but the current lights in question are for the parking lot area. Options were discussed including pulling the meter off of a temporary pole and installing on a second pole. This will help the teachers get to their parking but won't help to light the entire lot.

Ms. Young recapped the drainage issue. She noted that another structure would be installed to help prevent washouts. Ms. Young stated that a knee wall could be used rather than regular curbing. She recommended not moving the grades too much since it would increase the cost greatly. Basketball hoops will most likely remain on the flatter land. Mr. Haight recommended the use of cape cod curbing all the way with blocks behind it so that water doesn't flow over the granite. Asphalt curbing would be placed in the front. The entire area will be repaved.

At 4:54 p.m. Jan Nedelka moved, Keith Holt seconded to pause the meeting until the committee moved to the library for the remainder of the meeting. An oral **VOTE PASSED 5/0.**

The meeting resumed at 4:54 p.m. in the Garrison School library**.**

Ms. Young summarized the discussion regarding the parking lot, drainage and lighting.

- Reclaiming and repaving with same grades
- Extending approximately 18 feet close to the curb and existing sign to create some additional parking which would face the tennis courts and ball field
- Adding one new drainage structure in the corner of new parking spaces
- Continuing the bituminous with the cape cod berm all the way on the side of parking closest to tennis courts and add a knee wall behind the bituminous that goes from existing walk toward playground to the new parking area to create a separation for the students using granite pieces that are located at community services

- They can discuss bringing in additional pieces for seating and trying to re-establish growth

Action Items:

- Ms. Young will research contractor costs and will work with Mr. Storer and regular contractors. Community services will be able to do some work with additional work completed by contractors.
- Mr. Ciotti reminded that LED lighting is required. He recommended removing the pole and place lighting on the building. Wiring would occur through the gym. Harvey will look into running lights on top of gym wall and poles and if needed, the 30 wing on the exterior. Harriman will research how to obtain power through the gym. Mr. Brooks will contact the City regarding the temporary pole since it is a city pole. Mr. Bisson believes the temporary pole near the upper parking lot is a better idea due to the pitched roof. Community Services will remove the existing pole.

Mr. DuBois asked if it was preferred to have the lights on the gym on all night or off at certain time to save power. Pricing will occur before a decision is made.

V. APPROVAL OF MEETING MINUTES FOR MARCH 26:

Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of March 26, 2019 as amended. "She" will be clarified as Ms. Weston on page 3 under Heating Upgrade. An oral **VOTE PASSED 5/0**.

VI. APPROVAL OF CHANGE ORDERS:

Keith Holt moved, Jan Nedelka seconded to approve PCO #060 in the amount of $0 for added power and tel/data for AV. The amount of $12,181.79 will come from contingency. A roll call **VOTE PASSED 5/0.** Mr. Reynolds will question the amount of time taken for this project as opposed to the Data people and report back to the JBC. Mr. Brooks speculated that data people are generally quicker with this type of wiring which may make up the difference.

VII. HARRIMAN/HARVEY UPDATE: Mr. Bisson stated that they will be working on the punch list next week with the FFE delivery will occur the following week.

Mr. Reynolds commented that Substantial Completion should occur on Friday with the goal of permission to occupy by next Wednesday. They have a solid plan for training, commissioning, inspection, etc.

The floors will be waxed on 4/18 and 4/19 with moving occurring over break. The gym will be demolished after and should take 5 weeks to complete which would be the last day of school.

Rugs will be stored in extra trailers. Ms. Dunton stated there are approximately 6 pallets of rug squares and 14 doors and frames. Storage will occupy approximately half of the trailer with the other half being used for furniture storage. Dr. Harbron added that he is hopeful the middle school locker bays will be redesigned at DMS and the carpet squares will be able to be used in that area.

VIII. MANIFEST APPROVAL:

Jan Nedelka moved, Keith Holt seconded to approve GES87 to Horizon Engineering in the amount of $551.00 for commissioning services. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Karen Weston seconded to table GES88 to Ockers Company in the amount of $1,890.00 for installation, configuration, cabling and testing of projectors. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES89 to School Furnishings for FFE invoices in the amount of $5,281.60. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Steve Haight seconded to approve GES90 to Harvey Construction for construction services through March 31, 2019 in the amount of $350,864.83. A roll call **VOTE PASSED 5/0.**

IX. HEATING UPGRADE: Mr. Reynolds updated the JBC on the heating upgrade informing the committee that there was a recent heating issue with the existing boiler. It malfunctioned last week, and the new pump had arrived, so it was able to be installed. The new boiler and pump are working, but the current boiler isn't working, and they are working with C&W Services to determine if it can be repaired. The cost for a new boiler is $37,000 and with all associated costs, it is estimated to cost $126,000. Mr. Nedelka stated his opinion that it may be best to replace now since there are people here with skills to do so. Mr. Reynolds stated that he didn't know how long it will be needed and they are taking a chance not fixing it. The decision on whether to install to be in time for winter would need to be made no later than November. Ms. Dunton noted that they discovered that the air conditioning units also run as heat pumps which is beneficial, but they run on electricity which is costly.

Mr. Harriman stated they can provide the replacement service, but the contract would be separate of the JBC project. JBC funds would not be used for this project.

X. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the financial report. The unobligated funds after the today's approvals are $113,724.

XI. FINANCIAL REPORT AND STATUS UPDATE: Ms. Simmons reviewed and stated the budget availability is $137,574.22.

Karen Weston moved, Jan Nedelka seconded to approve the Financial Report and Status Update. An oral **VOTE PASSED 5/0.**

XII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, change orders, update on parking lot/lighting/drain line, heating upgrade. The next meeting will be **May 7th** at the McConnell Center. The meeting scheduled for April 23 is canceled.

XIII. MATTERS OF INTEREST: Ms. Dunton stated that students who were trying to make slime put 6 tubs of glue down a pipe. They have been unable to unblock the pipe. She may need to contact Roto Rooter to assist but will go through C&W Services.

Mr. Reynolds requested to reduce retainage by 50% which is common after 50% completion. Steve Haight moved, Karen Weston seconded to approve reduction of retainage by 50%. A roll call **VOTE PASSED 5/0.**

XIV. ADJOURNMENT: Karen Weston moved, Steve Haight seconded to adjourn the meeting at 5:45 pm**.** An oral **VOTE PASSED 5/0.**