JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	**Tuesday, March 26, 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 26, 2019 at 4:33 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 Jan Nedelka. Carolyn Mebert arrived at 4:40 p.m. and Steve Haight was excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representative Adam Reynolds, Superintendent Bill Harbron, Business Administrator Libby Simmons, Principal Beth Dunton, Clerk of the Works Stephanie Parsons, C&W Facilities Manager Mike Brooks and City Engineer Gretchen Young.

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

III. **APPROVAL OF AGENDA:** Jan Nedelka moved, Keith Holt seconded to move item #6, Harriman/Harvey Update to after item #11, Review Action Items and Build Agenda for next meeting. An oral **VOTE PASSED 4/0.**

IV. **APPROVAL OF MEETING MINUTES FOR MARCH 12**:
Jan Nedelka moved, Keith Holt seconded to approve meeting minutes of March 12, 2019 as presented. An oral **VOTE PASSED 4/0**.

V. **APPROVAL OF CHANGE ORDERS:**
Keith Holt moved, Jan Nedelka seconded to approve PCOO #022 in the amount of $28,298.52 for change orders 56, 57, 58 and 59. A roll call **VOTE PASSED 4/0.**

VI. **HARRIMAN/HARVEY UPDATE: moved down in the agenda**.

VII. **MANIFEST APPROVAL:**
Ms. Dunton stated that she believes they should wait to pay this invoice until they have more information on the disconnection of kindergarten security and cutting of lines. She feels that they should wait to determine how this happened and how it will be fixed

Jan Nedelka moved, Karen Weston seconded to table GES84 to D.M. Burns Security in the amount of $1,100.00 for relocation of the rear hallway keypad to security system and relocation of motion detectors in the new suspended ceiling tiles. An oral **VOTE PASSED 4/0.**

Jan Nedelka moved, Karen Weston seconded to table GES85 to D.M. Burns Security in the amount of $1,635.00 for troubleshooting of the system and reinstallation of the keypad with new wiring. An oral **VOTE PASSED 4/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES86 to S.W. Cole Engineering for professional services through February 23, 2019 in the amount of $950.00. A roll call **VOTE**

PASSED 4/0. Ms. Parsons stated her belief that this is a fair price and should be the end of their services.

Karen Weston moved, Keith Holt seconded to approve GES83 to Harriman for professional services through February 28, 2019 in the amount of $3,960.00. A roll call **VOTE PASSED 4/0.**

Mr. Brooks discussed manifests 84 and 85, stating that he contacted Burns Security and they didn't have knowledge of cutting wires in the kindergarten wing. Mr. Burns stated that the wires are not needed and would fix them if they had damaged them. Ms. Dunton felt that they should be replaced for added security. Ms. Parsons suggested tabling items until a floor plan is reviewed to determine if security is compromised and if the wiring needs to be fixed. She added that if they chose to have it fixed, the cost should be no more than $500.00. Mr. Nedelka stated that he would be supportive of approving running wiring at this point with Burns hooking up if needed after additional review.

Karen Weston moved, Keith Holt seconded to remove manifests 84 and 85 from the table. An oral **VOTE PASSED 4/1** (Nedelka opposed).

Keith Holt moved, Karen Weston seconded to approved GES84 to D.M. Burns Security in the amount of $1,100.00. A roll call **VOTE PASSED 4/1** (Nedelka opposed).

Keith Holt moved, Karen Weston seconded to approved GES85 to D.M. Burns Security in the amount of $1,635.00. A roll call **VOTE PASSED 4/1** (Nedelka opposed).

VIII. UPDATE ON PARKING LOT AND DRAIN LINE: Ms. Young shared a drawing of a potential partial parking lot reclaim and repavement and also possible areas for the placement of basketball hoops and draining basins. She confirmed that they had used a camera to view the drain line and it was determined to be in very good shape. She agreed that a second basin may be a good idea and possibility for the area. Ms. Young stated that she felt a good placement for basketball hoops could be near the gym, but in a direction where hoops are rotated so that balls would not shoot in the direction of windows. If the courts were to be moved more toward fields, they would need to do substantial grading.

Ms. Dunton commented that she prefers half courts to full courts since the students are too small and accidents would be more likely. She added that she would like this area to remain a recess/play area rather than parking lot and is not in favor of parking striping. Ms. Young noted that large rocks could be used as a knee wall and may look nice also. Curbing was also discussed.

Ms. Weston commented that a goal is also to improve erosion to which Ms. Young responded that this is a good time to make improvements in the area. Ms. Weston added that lighting needs to be considered also since it is a very dark area. Mr. Brooks commented that they are looking at lighting there this week to see why it isn't functioning properly.

Ms. Young added that there may be potential for a small amphitheater type area made with rocks that are available to the City from past projects. Ms. Dunton felt this would be positive for the school and used often. She would be willing to reduce the number of half courts from two to one also since the students mostly "shoot hoops" rather than play full games and may even be able to do this with hoops added to the back of the gym wall even if the base is grass.

Next steps for this part of the project: Mr. Brooks will check status of current lighting, Mr. Harriman will research the cost to upgrade lighting on back of building to LED, possibly including the Shaw's Lane area, Ms. Young will attend the next meeting and bring an updated drawing which will include the second catch basin, 1 hoop near the second drain, granite block area for a gathering space.

IX. **HEATING UPGRADE:** Mr. Reynolds updated the JBC on the heating upgrade stating the two options being researched by Harriman are hydronic and electronic. He is awaiting costs for electrical work and will provide pricing at the next meeting.

Ms. Parsons asked about the two cabinet unit heaters near the kindergarten wing. She inquired as to whether there was a resolution about responsibility for taking care of these. Mr. Ciotti stated that there isn't a resolution at this time. Mr. Nedelka commented that he believes the JBC should pay for this ($6,239.00) since it wouldn't have been necessary to fix without the project. The work has been approved but won't occur until June. Ms. Weston noted that it wasn't included in the scope of this project and wants to make sure that there is enough funding to fix the drainage issue. Mr. Holt recommended waiting until the end of the project to determine ownership of this issue. Ms. Weston suggested use of the facilities fund to pay for this to which Ms. Simmons responded that there is a $125,000 budget for facilities maintenance for all schools in the District. Ms. Weston would be supportive of paying for this out of JBC funds if there is funding available at the end of the project.

X. **COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the financial report. The unobligated funds after the today's approvals are $138,087. She is still expecting an approximately $8,000 rebate from Eversouce. The cost estimate for the parking lot and ballpark is a minimum of $30,000-$40,000.

XI. **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 April 9th at Garrison School. Attendees should meet in the back parking/recess area.

XII. **HARRIMAN/HARVEY UPDATE: moved in agenda**. Mr. Reynolds stated that everything is going well with three weeks remaining before he turns it over to Ms. Dunton for moving furniture, etc. They are currently finishing millwork, flooring, preparing for inspections. The goal is to for substantial completion by April 12, architectural punch list by April 15.

Mr. Bisson added that they are scheduling the last furniture delivery and moving of classes from April 17-19. Furniture will be delivered during break and the temporary gym classrooms will be demolished after April break and the gym floor will be refinished.

Mr. Reynolds stated that they may need to work an extra week in order to complete some work (AC in data room) that can't be completed while school is in session. Items currently used in the gym will be re-used and stored in one of the trailers. Ms. Simmons commented that the District may purchase one of the trailers since there is a district-wide lack of storage and the cost would be approximately $3,000.

Mr. Reynolds stated that over February break, the data and electrical for new technology setups for certain rooms (rooms with new whiteboards) was found to be missing. The original solution was determined not to be safe or practical. Because of this, data and electrical needed to be added at a cost of $12,000 for 9 units. This money will come from contingency. The work has been completed, not realizing the higher than assumed cost. Ms. Parsons noted that the electrical inspector would not allow these to be powered with an extension cord, but rather a continuous wiring method. This work was needed to remain on schedule. A change order will be brought to the JBC for this work. Ms. Parsons asked Mr. Reynolds to review the time and materials slips from this work since it seems like a great deal of time for this work.

Mr. Bisson stated that things are also going well on their end. Cabinets look great. They will do a follow up on the entire project after the punch list is completed to see any outstanding issues. The new pump will be installed during April break.

XIII. MATTERS OF INTEREST: Mr. Brooks asked about the status of the cat walk to which it was determined that this hasn't been resolved. Mr. Bisson stated that there had been some changes. The JBC requested a cost estimate for the catwalk so that it can be resolved.

Mr. Brooks also asked about the status of installation of new heating controls to entire building so that there would be one control instead of two controls. The original estimate from Siemans was $35,000. He would like Siemans to complete the project since they started it. Ms. Parsons asked if the cost would allow the system to be integrated with the rest of the district. She is meeting with IT Director to make sure that it is installed correctly and have her involved in the project. Ms. Parsons wants to make sure the district is ready for the work to be completed in April and the cost is accurate. April 22 is a "hard" date for move-in, etc. Mr. Reynolds suggested scheduling a meeting with Harriman engineers to better understand the process.

Mr. Holt reiterated that additional funds should not be spent until authorized by the JBC.

XIV. ADJOURNMENT: Karen Weston moved, Keith Holt seconded to adjourn the meeting at 6:25 pm**.** An oral **VOTE PASSED 5/0.**