JOINT BUILDING COMMITTEE
DOVER HIGH SCHOOL AND REGIONAL CTC
MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Supt Conference Room, McConnell Center
Meeting Date:	**Tuesday, May 28, 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, May 28, 2019 at 4:30 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Amanda Russell, Sarah Greenshields, Matt Severson, Mark Geuther and Dennis Shanahan. Also present were PC Construction Representatives Garret Bertolini, Ellen Brooks, HMFH representatives Alan Pemstein and Tina Stanislaski, Fire Chief Eric Hagman, DHS Principal Peter Driscoll, Clerk of the Works Stephanie Parsons, CTC Director Lisa Danley, Business Administrator Libby Simmons, Superintendent Bill Harbron.

II. CITIZEN'S FORUM: No one addressed the committee.

III. APPROVE MEETING MINUTES FROM MAY 14, 2019: Amanda Russell moved, Dennis Shanahan seconded to approve the minutes of May 14 as amended in the agenda packet. An oral **VOTE PASSED 6/0.**

IV. ATHLETIC IMPROVEMENTS: Ms. Parsons updated the committee stating that there will be a meeting with HMFH, Mr. Wotton and Mr. Driscoll to discuss options. After a walk through has been completed, they will prioritize the list of items. Mr. Severson stating his concern that the drainage system is currently above ground and may be destroyed being in such a prominent position. Ms. Parsons responded that she has reviewed with PC and there are some areas that will need to be re-worked. The drainage system was approved and was intended to be permanent. Ms. Parsons will review the situation and bring back to the committee.

Ms. Russell asked for pricing on the dugout to which Ms. Parsons responded that PC is looking into a stick building and are moving forward with the pad. The softball and baseball concept will be mirrored. The cost of the pad increase will be available at the next JBC meeting. Mr. Carrier suggested that the existing slabs be raised due to potential flooding. Ms. Parsons confirmed that the grades will be checked. They are hopeful the cost will be approximately $10,000 per dugout.

V. APPROVE MANIFESTS:

Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC253 in the amount of $2,067.04 to R.M.S. Electric for service in the woodshop. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC254 in the amount of $596,209.00 to PC Construction for construction services through May 31 ,2019. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC255 in the amount of $2,089.46 to VWR International for FFE purchases. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC256 in the amount of $6,858.78 to Flinn Scientific for FFE purchases. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to pay manifest CIPM#DHSCTC257 in the amount of $11,375.61 to Carolina Biological Supply Company for FFE (science) purchases. A roll call **VOTE PASSED 6/0.**

Ms. Parsons reviewed an email included in the materials regarding a tank found at the old high school site containing up to 100 gallons of oil. Nobis visited the site to determine the situation and potential costs. Samples were completed on the material and results will be received by the end of next week. Nobis will contact DES to sure that the correct procedures are followed. This tank may have already been reported to DES or it may have been abandoned. A remedial plan will be determined after results are received.

Ms. Stanislaski commented that money is set aside for Nobis that may be able to be used for this since it is geotechnical. She will ask Nobis to redo their additional service to show a credit for the field work that may be used for this purpose.

Ms. Parsons commented that some ledge was found at 3 catch basins but doesn't believe it to be too major at this point. There may be some ledge in the flagpole area also and potential for some close to Alumni Drive.

VI. REVIEW AND APPROVE NEW CHANGE ORDER PROPOSALS/LOG:

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190097 RFI-341 Cardio/Weight Room Ceiling Revisions in the amount of $10,017.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190241.2 ASI-112 CTC Entrance in the amount of $1,638.00. A roll call **VOTE PASSED 6/0.**

Amanda Russell moved, Dennis Shanahan seconded to approve Change Order 190264 RFI-747 Stair #2 Wind Brace Fireproofing-Metro Costs in the amount of $9,002.00. A roll call **VOTE PASSED 6/0.**

Ms. Parsons reviewed the updated change log. She will email the JBC on the Batting Cage situation.

VII. PROPOSAL REQUEST APPROVALS:

Ms. Parsons requested discussion on the possibility of removing plantings from the island. Trees would remain since they are a requirement. They will survive without irrigation, but plantings will not. Mr. Pemstein clarified that irrigation was removed due to value engineering. Dr. Harbron noted that in other schools, parents have lost enthusiasm to maintain areas when their children move to another school. Mr. Carrier noted that "Adopt a Spot" areas are also difficult to maintain.

Ms. Parsons summarized stating they will put the sleeve in for future irrigation at the main entrance and eliminate plantings in the island. A credit from PC will issued for this. No more than $2,000 will be spent on this. Mulch or grass will replace plantings. More information to come on this.

Fundraising (trees and benches) funds will come back to the project and offset the current budget.

Mr. Pemstein asked if the JBC is interested in a new sign on Route 108, possibly with a digital display. Zoning requirements need to be checked before a decision is made on this. Mr. Severson noted that many times, graduating classes may donate to something like this. Mr. Pemstein will bring a design to the JBC.

VIII. **DHS/CTC TRUST FUND DISBURSEMENT APPROVAL:** Amanda Russell moved, Sarah Greenshields seconded to approve disbursement from DHS CTC Trust Fund to Gage in the amount of $7,722 and Credo Source in the amount of $484. A roll call **VOTE PASSED 6/0.** The high school librarian made the request and it will be split over 2 years which is for credible source software.

IX. **APPROVAL TO USE THE FUNDRAISING TRUST FUND FOR THE DHS-CTC PROJECT:** Duplicate item--same as VIII.

X. **FENCE INFORMATION:** Discussed earlier.

XI. **PC/HMFH UPDATE:** Mr. Bertolini provided an update stating that progress is being made. A good portion of the storm drainage is installed in the parking lot area. A base coat is scheduled to be paved on June 14 with the rest completed after the students are out for the summer. The ball field is graded for the most part. They are currently pricing summer work and Mr. Bertolini reiterated his concern with the possible volume and complexities of work.

The proposal request to PC for the main kitchen was issued a few weeks ago. The culinary kitchen is having some issues and they are meeting to find resolutions to issues.

The punch list is ongoing, but almost complete. There are a few hardware door issues and some CTC functionality issues to work through. They are focusing on inspectional services punch list.

XII. **COMMITTEE FINANCIAL REPORT:** Ms. Simmons reviewed the report. After actions from this meeting, the owner's contingency is approximately $1,213,000. Almost all of the reimbursement from the State has been received.

Mr**.** Driscoll requested use of $36,000 for DHS and CTC furniture which would leave a balance of $48,362.32. Amanda Russell moved, Dennis Shanahan seconded to allow funds to be appropriated for DHS and CTC FFE up to $36,000. A roll call **VOTE PASSED 6/0.**

XIII. **MATTERS OF INTEREST**: Ms. Parsons summarized the report from Maple Flooring Manufacturers Association. GGD will review also taking humidity into account for functionality. PC will review with Connor how they would like to approach the recommendation on removing boards. The floor will need to be restriped and sanded. It was noted that sanding will reduce the life of the floor by 6 years. The life of the floor without this would be approximately 75 years. PC will review with their flooring contractor before making any decisions. The JBC should review this document and it will be discussed at the next meeting.

Clarification of page 10 language will be requested for the next meeting since it is inconsistent.

Ms. Parsons asked if they should look into paving Alumni Drive. It is not currently scheduled to be paved and will not provide an aesthetically pleasing entrance to the new school. Mr. Carrier agreed that it needs to be re-visited. He thought that it may be able to coincide with city operations and may possibly be in the CIP. Mr. Shanahan added that Bellamy Rd to Knox Marsh Rd is on the 2019 plan. Ms. Russell reminded that a City street was paid for out of the JBC budget already. She agreed that the access road would be out of the JBC budget but believes that paving of Alumni Dr should be a shared expense. She agreed that it should be done, but stressed that if it is to be done, it should be done right.

Ms. Parsons will talk with Community Services. Mr. Bertolini will provide a rough estimate from SUR for cost. If this is something that can occur, scheduling would need to be considered to make sure that school isn't open. She questioned if Daley Dr. paving occur after school begins. These are her preliminary thoughts on this subject and more information will be gathered. Mr. Carrier agreed that the JBC will need to work closely with the City since there may be an opportunity. All roads and parking lots except Bellamy Academy and Alumni Dr. are currently scheduled to be paved.

Dr. Harbron stated the Ballet company who used the auditorium recently for a performance met with him to discuss the venue. They liked it and will be scheduling other events there but wanted to share observations about the equipment. Dr. Harbron suggested that additional items for this may be purchased with FFE funds so that the venue is more attractive to potential renters. Mr. Severson stated that his wife had difficulty reserving tickets online. A software product may help with this in the future. Ms. Greenshields stated that having this venue is a huge opportunity for the City. Dr. Harbron believes that a House Manager is needed who knows the system well. Ms. Greenshields commented that she remembers that City Manager Joyal saying that the City may split the cost and possibly the position could pay for itself with revenue from community events.

Pinkerton Academy has someone in the capacity of House Manager who works as a consultant which she offered $2500 toward the cost.

Mr. Shanahan commented there is a draft proposal about a performing arts center policy group and a meeting is in the process of being scheduled.

Ms. Greenshields reiterated it's a great spot and may be a great revenue source.

XIV. **BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:** The next regular meeting is scheduled for Tuesday, June 11 at 4:30 pm in the Superintendent's Conference Room in the McConnell Center. Gym flooring will be an agenda item.

XV. **ADJOURNMENT:** Sarah Greenshields moved, Dennis Shanahan seconded to adjourn the meeting at 6:14 pm. An oral **VOTE PASSED 6/0.**