JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

DOVER SCHOOL DISTRICT

Meeting Type:	Regular Meeting
Meeting Location:	Garrison School
Meeting Date:	**Tuesday, June 18, 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, June 18, 2019 at 4:33 p.m. at Garrison School by Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Keith Holt, Steve Haight, and Jan Nedelka. Karen Weston was excused. Carolyn Mebert arrived at 4:36 p.m. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representative Adam Reynolds, Superintendent Bill Harbron, Business Administrator Libby Simmons, Principal Beth Dunton, City Engineer Gretchen Young and Clerk of the Works Stephanie Parsons.

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

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

IV. UPDATE ON PARKING LOT/LIGHTING/DRAIN LINE: City Engineer Gretchen Young presented a design of the parking lot, showing spaces for 4 basketball hoops, drainage and lighting. Two new hoops are adjustable. She shared the plan with the committee and stated the estimate for the work would be approximately $125,000 which would include paving the area. Ms. Parsons discussed the plan with Recreation Director Gary Bannon who supported the plan. Drainage work may begin by Thursday, June 20 if approved. Ms. Parsons will share firmer numbers for electrical work when available.

V. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report with the JBC. Jan Nedelka moved, Steve Haight seconded to move $20,000 from Clerk of the Works budget to contingency. A roll call **VOTE PASSED 5/0.**

Steve Haight moved, Carolyn Mebert seconded to move $20,000 from Harriman to contingency. A roll call **VOTE PASSED 5/0.** After the transfers, there will be $212,109 in the contingency. Ms. Simmons noted that additional funds may be able to be transferred from Horizon but can wait until the next meeting.

Ms. Parsons stated that she believes there is sufficient money in the budget to continue with the site improvements. Steve Haight moved, Keith Holt seconded to approve expenditures not to exceed $125,000 for site improvements. A roll call **VOTE PASSED 5/0.**

Ms. Parsons summarized an email from Siemens discussing Insight replacement/Desigo Expansion Costs. She explained the system and the benefit to the District of this system. Ms. Simmons confirmed that this work is needed and will also need to be done at Dover Middle School at some point at a cost of $34,000. Garrison and DMS are the only two schools in the District that are impacted at this time.

Ms. Simmons noted that the School Board approved Harriman to design the new boiler. She added that at a potential cost of $150,000, the School Board and City Council would need to approve the use of funds from the Capital Reserves for Facilities. It was the agreed that this is a school maintenance issue and not a JBC issue.

Keith Holt moved, Steve Haight seconded to approve spending up to $20,648.95 to Siemens for bringing the existing control systems in Garrison School up to the Desigo CC platform. A roll call **VOTE PASSED 5/0.** After this vote, the contingency will be approximately $66,000.

VI. FINANCIAL AND STATUS UPDATE: Keith Holt moved, Jan Nedelka seconded to approve the financial and status update. A roll call **VOTE PASSED 5/0.**

VII. APPROVAL OF MEETING MINUTES FOR MAY 21: Mr. Nedelka requested that the last sentence in Section V be moved to directly below the preceding paragraph. Jan Nedelka moved, Keith Holt seconded to approve meeting minutes of May 21, 2019 as amended. An oral **VOTE PASSED 5/0.**

VIII. APPROVAL OF CHANGE ORDERS: There were none to be approved at this meeting.

IX. HARRIMAN/HARVEY UPDATE: Mr. Bisson stated that everything is going well, and they are in the process of checking "close out" documents. Substantial completion dates are as follows:

Phase I: 8/16/18
Phase II: 12/20/18
Phase III: 4/29/19

These are the dates that Inspectional Services provided permission to occupy. One-year warranties are triggered on those dates. Site work is scheduled to be completed by mid-July. Continental will pave at the same time as Shaw's Lane and a date should be known by the next meeting.

Mr. Ciotti cautioned that the JBC needs to make sure that Siemen's provides everything that needed.

Mr. Reynolds noted that the gym floor is finished, and everything is still going well. The issues with painting will be fixed by the painter. He recognized the issued and stated that the reason for the poor outcome was the humidity on the metal surfaces and exterior doors. A review of the ceiling tiles will occur in August and replacements will occur. Mr. Reynolds will also leave tiles for future use.
Mr. Ciotti asked if the entire area near the walkway on the side to building will be paved to which Mr. Bisson responded that this was for Eversource to have access to the transformer and won't be

paved due to budget restrictions. Ms. Parsons offered to obtain a quote from Continental for that additional work, but it may be higher due to being "hand work".

X. PAINTING UPDATE: Discussed in the Harriman/Harvey Update

XI. MANIFEST APPROVAL: Jan Nedelka moved, Keith Holt seconded to approve GES101 to Creative Office Pavilion in the amount of $16,673.60 for FFE purchases. A roll call **VOTE PASSED 5/0.**

Jan Nedelka moved, Steve Haight seconded to approve GES102 to Harvey Construction in the amount of $103,777.44 for construction services through May 31, 2019. A roll call **VOTE PASSED ~~5~~/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES103 to Harriman Architects for professional services through May 31, 2019 in the amount of $4,059.41. A roll call **VOTE PASSED ~~5~~/0.**

XII. RIBBON CUTTING CEREMONY: Mr. Holt stated that the committee will meet and report back to the JBC. Mr. Bisson stated that Harriman and Harvey will be donating a bronze plaque to the school in recognition of the project. A mockup will be sent to the JBC for review.

XIII. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, change orders, update on parking lot/lighting/drain line, ribbon cutting ceremony. The next meeting will be July 2 at the Superintendent's Office. Mr. Holt is unable to attend.

XIV. MATTERS OF INTEREST: Ms. Dunton and Ms. Parsons reviewed a list of possible items that may be completed if funding is available. Included in the list are AV system in café or better one in gym, Hot top painting for games, Furniture for Teacher's Room, Conference Room Furniture, New Café Tables, Outdoor Classroom Learning Space, Screen Door for Kitchen.

Mr. Nedelka stated his support for the audio equipment. Ms. Parsons felt that the audio equipment may be able to be handled internally. She added that they will work with Creative Office Pavilion for furniture quotes. Dr. Mebert questioned the possibility of the PTA providing funding for the parking lot painting. She also commented that a grant may be able to provide additional funding. The JBC requested pricing on items to move forward for consideration. Ms. Dunton responded that it can be discussed in September due to a new PTA Board.

XV. ADJOURNMENT: Keith Holt moved, Carolyn Mebert seconded to adjourn the meeting at 5:45 pm. An oral **VOTE PASSED ~~5~~/0.**