Dover School District	Joint Building Committee – GARRISON SCHOOL Minutes
	Meeting Type: Regular Meeting Meeting Location: Superintendent's Conference Room, McConnell Ctr Meeting Date: **Tuesday, September 10, 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, September 10, 2019 at 4:30 p.m. in the Superintendent's Conference Room in the McConnell Center by Chair Dennis Ciotti. In addition to Mr. Ciotti, present JBC members included Karen Weston, Keith Holt, Jan Nedelka, Steve Haight. Carolyn Mebert arrived at 4:37 p.m. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representative Adam Reynolds, Superintendent Bill Harbron, Principal Beth Dunton, Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons, C&W Manager Mike Brooks.

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

III. APPROVAL OF AGENDA: Jan Nedelka moved, Steve Haight seconded to approve the agenda as presented. An oral **VOTE PASSED 5/0.**

IV. APPROVAL OF MEETING MINUTES FOR AUGUST 27: Jan Nedelka moved, Karen Weston seconded to approve meeting minutes of August 27, 2019 as presented. An oral **VOTE PASSED 5/0.**

V. APPROVAL OF CHANGE ORDERS/QUOTES:

Jan Nedelka moved, Karen Weston seconded to approve PCCO 24 for a credit of $358,693.72 for the purpose of GMP returned savings. A roll call **VOTE PASSED 6/0.**

Ms. Cartabona reviewed the "shopping list" of options for playground painting. The committee discussed options and potential costs. Paint will be left by the company for touch up painting. Mr. Brooks commented that members of his crew could do simple, one-color touch ups as needed.

Ms. Cartabona contacted the company to obtain quotes for some items that were not included in the quote.

Jan Nedelka moved, Keith Holt seconded to approve an amount not to exceed $6,500.00 for playground painting by New England Sealcoating Co, Inc. as determined by Principal Beth Dunton. A roll call **VOTE PASSED 6/0.**

VI. MANIFEST APPROVAL:

Jan Nedelka moved, Karen Weston seconded to approve GES114 to MacKinnon & Sons Excavating in the amount of $5,130.00 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES115 to Continental Paving in the amount of $105,936.86 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES116 to Everett J. Prescott in the amount of $456.64 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES117 to Core & Main in the amount of $817.60 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES118 to Redimix Companies in the amount of $392.00 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES119 to Fastenal Company in the amount of $39.95 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES120 to Tri-State Sealcoating & Paving in the amount of $990.00 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES121 to Brox Industries in the amount of $675.47 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES122 to Brox Industries in the amount of $233.68 for work related to the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES123 to Affinity LED Light, LLC in the amount of $153.00 for work related to lighting in the Garrison School recess area. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES124 to Citizen's Bank-Credit Card for a Peavey Escort 5000 system purchased with the credit card through Audio Leaders in the amount of $810.00. Approved by JBC on 8/27/19. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES125 to Harvey Constructions in the amount of $270,359.63 for construction services through September 1, 2019. This includes released retainage. A roll call **VOTE PASSED 6/0.** This is the final payout for the project to Harvey. Ms. Simmons will determine final release of funds. All work is complete except the stage padding which is part of a warranty issue. They will be delivered in early October and Harvey will install as soon as delivered.

City of Dover Recreation Director Gary Bannon will be contacted to determine if he would like the previous stage padding.

Karen Weston moved, Jan Nedelka seconded to suspend the rules to reconsider the playground painting/striping vote. An oral **VOTE PASSED 6/0.**

Ms. Cartabona heard from a representative of New England Sealcoating during the meeting with additional quotes for other striping options.

After review of prices for alphabet, State of NH, block of numbers, and painted circles, Jan Nedelka moved, Keith Holt seconded to amend their motion to not to exceed $8,500.00 to New England Sealcoating for recess area painting as determined by Principal Beth Dunton and her committee. A roll call **VOTE PASSED 5/1 (Weston Opposed).**

Ms. Weston felt that the $6,500 was sufficient for the striping and didn't support more funds for items that she hadn't seen.

Ms. Cartabona discussed an email received from Bab Salisbury from RMS Electric stating that the cost for providing a fixture arm and installation of LED fixture provided by others. The District would only be billed for meter usage as opposed to a fixed account. The previous amount approved was $1500.00 with the actual cost being 2795.00 plus 153.00. If something happens to the current pole, it would be the school's responsibility to replace the pole.

Jan Nedelka moved, Karen Weston seconded to approve an additional $1,448.00 for completing the light pole installation. A roll call **VOTE PASSED 6/0.**

VI. HARRIMAN/HARVEY UPDATE:

Mr. Reynolds stated that the project is in great shape and looking forward to the grand opening. Mr. Bisson added that they are continuing to review documents and will provide copies to the District.

VII. SITE LIGHTING: Discussed earlier in agenda.

VIII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report. The current estimated unobligated funds are $63,483. The number may increase due to reimbursable expenses from Harriman and money back to the project from Horizon budget since the last bill has been received. There will be approximately $70,000 in unobligated funds.

IX. FINANCIAL AND STATUS UPDATE: Karen Weston moved, Jan Nedelka seconded to approve the financial and status update**.** The August update will have a clear picture of the project. An oral **VOTE PASSED 6/0.**

X. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, site lighting, striping, ribbon cutting. The next meeting is September 24 at 4:30 pm at the Superintendent's Conference Room. Mr. Holt will not be in attendance.

XI. MATTERS OF INTEREST: Ms. Dunton summarized the Ribbon cutting ceremony and agenda. Items for teachers are mugs and stickers, students will receive pencils. Ms. Dunton also purchased some other items for the event, along with paper goods, etc. A cake, cupcakes have been ordered. Ms. Weston will try to borrow the large scissors for the actual ribbon cutting. Speakers for the event will be JBC Chair Ciotti, Dr. Harbron and Ms. Dunton. If the weather cooperates, the event will occur outside. The date is 9/26 at 6 pm.

Ms. Dunton added that they have been keeping the gates closed since the paving occurred. If they continue to keep the gates closed, they would need to find a lockbox for deliveries, etc.

Ms. Dunton will contact Mr. Bannon to request that practices at Garrison are cancelled for open house night (9/26) due to parking.

Woodman Park School asked for one of the remaining basketball hoops. Mr. Bannon declined the offer of the hoops for the recreation department.

Mr. Nedelka was excused at 5:49 pm.

Ms. Dunton requested purchase of chromebooks for students with remaining funds. Ms. Weston stated that she couldn't support this since it is not part of the scope of the project, but more of an operation of the school district. She would prefer the money be put toward work to be done at Dover Middle School for the humidification system.

Dr. Mebert agreed with Ms. Weston on the purchase of chromebooks and recommended requesting funds from the PTA for this purchase. Ms. Dunton didn't believe they have sufficient funds for this project.

It was reiterated that funds remaining from this project will be placed in an account whose funds can only be used for "like" funds.

Steve Haight moved, Karen Weston seconded to have Ms. Cartabona obtain pricing for front lighting. An oral **VOTE PASSED 5/0.**

XII. ADJOURNMENT: Steve Haight moved, Karen Weston seconded to adjourn the meeting at 6:07 pm. An oral **VOTE PASSED 5/0.**