DOVER SCHOOL DISTRICT	JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES	
	Meeting Type:	Regular Meeting
	Meeting Location:	Superintendent's Conference Room, McConnell Ctr
	Meeting Date:	**Tuesday, October 22, 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, October 22, 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, Steve Haight, and Keith Holt. Carolyn Mebert arrived at 4:31 p.m. Jan Nedelka was excused. Also, in attendance were Harriman representative Dan Bisson, Harvey Construction representative Adam Reynolds, Superintendent Bill Harbron, Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons.

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

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

IV. APPROVAL OF MEETING MINUTES FOR SEPTEMBER 24: Keith Holt moved, Steve Haight seconded to approve meeting minutes of September 24, 2019 as presented. An oral **VOTE PASSED 4/0.**

V. MANIFEST APPROVAL:
Keith Holt moved, Steve Haight seconded to approve GES130 to Pepin Precast in the amount of $886.00 for supplies for the back playground area. A roll call **VOTE PASSED 4/0. (Mebert abstained)**

Keith Holt moved, Carolyn Mebert seconded to approve GES131to Duston's Market in the amount of $50.95 for the cake for the ribbon cutting ceremony. A roll call **VOTE PASSED 5/0.**

Keith Holt moved, Karen Weston seconded to approve GES132 to Hannaford Bros. in the amount of $126.56 for cupcakes and paper products for the ribbon cutting ceremony. A roll call **VOTE PASSED 5/0.**

Keith Holt moved, Steve Haight seconded to approve GES133 to Amazon.com in the amount of $632.71 for items for the ribbon cutting ceremony. A roll call **VOTE PASSED 5/0**.

Keith Holt moved, Carolyn Mebert seconded to approve GES134 to New England Sealcoating Co. in the amount of $5,950.00 for the final payment for painting in the playground area. A roll call **VOTE PASSED 5/0.**

Keith Holt moved, Carolyn Mebert seconded to approve GES135 to R.M.S. Electric in the amount of $2,795.00 for 100amp Service and Street Light. A roll call **VOTE PASSED 5/0.** The light will be functional after Eversource makes the final connection.

Keith Holt moved, Carolyn Mebert seconded to approve GES136 to Siemens Industry in the amount of $20,648.95 for the control system upgrade. A roll call **VOTE PASSED 5/0.** Training occurred last week and there will be additional training to be determined.

Keith Holt moved, Carolyn Mebert seconded to approve GES137 to Amazon.com for items for ribbon cutting ceremony in the amount of $483.85. It was determined that this item was included in the previous amazon.com manifest. Mr. Holt and Dr. Mebert rescinded their motions.

Karen Weston moved, Carolyn Mebert seconded to take no action on manifest GES137. An oral **VOTE PASSED 5/0.**

VI. CLERK OF THE WORKS UPDATE:
Ms. Cartabona stated that she has received 2 proposals (Liberty and RMS) for the AV system power in the gym. Liberty was the lower proposal and well within the not to exceed limit of $4500. Pro AV will do the installation and it should be complete by November 15. Paint issues have been addressed and the wall pads in the kitchen are done.

Mr. Reynolds stated that the punch list is complete, and they will return on November 5 to look at sample paint areas and touch ups to see if there is improvement. If issues continue with the paint, they make explore other options such as installing a chair rail in high impact areas.

VII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report. The current estimated unobligated funds are $82,976 which will most likely increase as purchase orders are closed. Discussion of the close out process was discussed.

Karen Weston moved, Carolyn Mebert seconded to approve the committee financial report. An oral **VOTE PASSED 5/0.**

VIII. FINANCIAL AND STATUS UPDATE: Keith Holt moved, Karen Weston seconded to approve the financial and status update. An oral **VOTE PASSED 5/0.**

IX. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, and a Clerk of the Works update. The next meeting is scheduled for November 19 at 4:30 pm at the Superintendent's Conference Room. If there are no manifests for approval, the meeting will be rescheduled.

X. MATTERS OF INTEREST: Dr. Mebert commented that the ribbon cutting ceremony went very well. Ms. Weston agreed, adding that she heard many positive comments.

XI. ADJOURNMENT: Keith Holt moved, Karen Weston seconded to adjourn the meeting at 4:55 pm. An oral **VOTE PASSED 5/0.**