



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr
Meeting Date:	Tuesday, November 19, 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, November 19, 2019 at 4:32 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, Jan Nedelka, Carolyn Mebert and Keith Holt. Also, in attendance were Superintendent Bill Harbron, Clerk of the Works Stephanie Cartabona, Business Administrator Libby Simmons. Garrison Principal Beth Dunton, C&W Manager Mike Brooks.

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

III. APPROVAL OF AGENDA: Jan Nedelka moved, Karen Weston seconded to approve the agenda as presented. An oral **VOTE PASSED 6/0.**

IV. APPROVAL OF MEETING MINUTES FOR OCTOBER 22: Jan Nedelka moved, Steve Haight seconded to approve meeting minutes of October 22, 2019 as presented. An oral **VOTE PASSED 6/0.**

V. MANIFEST APPROVAL:

Jan Nedelka moved, Karen Weston seconded to approve GES137 to City of Dover in the amount of \$3,349.50 for loam as a result of finish pavement and structure installation. A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Karen Weston seconded to approve GES138 to Pro Av Systems in the amount of \$8,214.35 for Video/Audio/Rack Equipment/Services for the gymnasium (25% payment per proposal). A roll call **VOTE PASSED 6/0.**

Jan Nedelka moved, Keith Holt seconded to approve GES139 to Virco, Inc in the amount of \$1,774.64 for FFE (2 desks). A roll call **VOTE PASSED 6/0.**

VI. CLERK OF THE WORKS UPDATE:

Ms. Cartabona summarized the AV system in the manifest section. She stated that the parking lot light was installed and is a LED fixture. Ms. Weston noted that another light is being installed by Community Services on Shaw's lane. It was assumed that this is additional lighting, but Ms. Cartabona will confirm with Community Services Director John Storer.

Mr. Brooks stated the control wiring was taken care of but there was a discrepancy when wired. There is an issue with heating and Siemens will check the system. It could be the wiring or the controller.

The boiler tripped again recently, and Harvey will send someone for a third time to find the cause. Mr. Brooks noted that it would be helpful if a text message could be sent to alert them when the boiler isn't working.



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Mr. Brooks added that there are heating/boiler issues at all schools, and they are working to resolve them.

The café issue isn't related to the JBC and Mr. Brooks is unsure about the cause of the boiler issues. He is unsure if the burner manufacturer has been contacted at this point.

Ms. Dunton commented that a test painting occurred on November 5 in the back hallway with a different type of paint to see if this would be a resolution to the chipping paint issue. So far, this new paint seems to be more durable although it will take some time to know for sure. Ms. Cartabona will ask Mr. Reynolds to write a summary of the issue and resolution. Mr. Ciotti is confident that the painter will take responsibility to make sure that it is completed to the satisfaction of the JBC. Ms. Cartabona believes there would be a conversation about who would be covering the cost.

VII. BASKETBALL HOOPS: Ms. Dunton is looking for guidance on what to do with the two basketball hoops. Woodman Park School has requested one of them. Dr. Harbron suggested placing the remaining basketball hoop in the back area of the middle school between the cafeteria and other wing. Ms. Dunton will talk with DMS Principal Kim Lyndes to ask if this may be an option. Ms. Cartabona will check with Community Services to determine what the cost would be to move the basketball hoops.

VIII. COMMITTEE FINANCIAL REPORT: Ms. Simmons reviewed the report. The current estimated unobligated funds are \$80,942, although up to \$500 was also approved for an additional light and will need to be deducted from this amount. Ms. Cartabona will check with Horizon to determine if they will be sending an additional invoice or if they are done billing for this project.

IX. FINANCIAL AND STATUS UPDATE: Dr. Harbron asked the JBC if there would be a possibility for using remaining funds for technology for Garrison teachers and students. Ms. Weston responded that remaining funds could only be used for school district "like" projects. JBC members asked if the remaining funds could go to the boiler to which Ms. Simmons responded that FY2019 funds were used for this project. The new boiler will not be installed until summers. The high school project was able to buy technology since it was for a new construction and not a renovation of which the technology was a component. Mr. Brooks noted that there would be many projects at Dover Middle School in the future where these funds could be used since they are "like" in nature.

Keith Holt moved, Jan Nedelka seconded to approve the financial and status update. A roll call **VOTE PASSED 6/0.**

X. REVIEW ACTION ITEMS AND BUILD NEXT AGENDA: Agenda items include financials, manifests, and a Clerk of the Works update. The next meeting is tentatively scheduled



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for Monday, December 16 at 4:30 pm at the Superintendent's Conference Room. If there are no manifests for approval, the meeting will be rescheduled.

XI. MATTERS OF INTEREST:

XI. ADJOURNMENT: Keith Holt moved, Jan Nedelka seconded to adjourn the meeting at 5:31 pm. An oral **VOTE PASSED 6/0.**