



25 Hall Street, Concord, NH 03301
Telephone: (603) 271-0955

School Building Aid Application

Due by July 1, 2022

Late applications not accepted.

When filling out the application use the space provided, do not state "see attached".

Visit the school building aid website for more information:

<https://www.education.nh.gov/who-we-are/division-educator-and-analytic-resources/school-safety-and-facility-management-bureau>

Complete, scan, and email to carrie.a.gorman@doe.nh.gov or mail to the above mailing address

SECTION A - PROJECT INFORMATION				
SAU number	41	Name of school district	Brookline School District	
Full name of school	Captain Samuel Douglass Academy			
Name of project	Building renovation to address capacity issues as well as HVAC enhancements			
Main contact person	Andrew Corey	Title	Superintendent	
Telephone	603-324-5999	Email address	andrew.corey@sau41.org	
Architect name	Ingrid Nichols	Firm	Banwell NH Inc	
Telephone	603-448-3778	Email address	ingrid@banwellnh.com	
Owner's Project Manager name	N/A	Firm	N/A	
Telephone	N/A	Email address	N/A	
Estimated overall cost of the project			\$ \$8,254,000	
Grade levels (check all that apply)	<input type="checkbox"/> PK	<input checked="" type="checkbox"/> Elementary	<input type="checkbox"/> Middle	<input type="checkbox"/> High
Project type (check all that apply)	<input type="checkbox"/> New Building		<input checked="" type="checkbox"/> Addition	<input checked="" type="checkbox"/> Renovation
Project delivery method (check all that apply) method)	<input type="checkbox"/> General Contractor	<input checked="" type="checkbox"/> Const. Mgr.	<input type="checkbox"/> Design-Build	<input type="checkbox"/> Other
Does this project incorporate the Northeast Collaborative for High Performance Schools (CHPS) verified program standards?				No

SECTION B – NUMBER OF STUDENTS/STAFF			
Current student enrollment (K-12)	252	Number of full-time staff	36
Design capacity (i.e., projected K-12 enrollment)	316	Educational capacity	568
Utilization rate (projected enrollment/educational capacity)		55.6 %	
Number of eligible student drivers	N/A		
Anticipated number of parking spaces after project completion	N/A		

Office Use Only	
Initials	Date received

SECTION C – BRIEF DESCRIPTION OF PROJECT One to two sentences that *briefly* describes this project

Captain Samuel Douglass Academy needs upgrades to their HVAC and building control systems that are at their end of life. Based on enrollment projections, the school will also need instructional classroom spaces to meet the projections outlined in the NESDEC study. The building project will also include any required upgrades to meet current fire, security and building code regulations.

SECTION D – PROJECT ALTERNATIVES CONSIDERED RSA 198:15-b (b)(2) requires building aid applicants to submit the least costly building plan based on a 20-year life cycle cost analysis that meets minimum state building standards, along with any alternative plans that may be proposed. Briefly describe the alternatives considered for solving the problem(s) and rational for selecting the alternative chosen. Be sure to consider the 20-year life-cycle costs.

Reviewed bringing grade from another school to this school. Reviewed increasing the size of the cafeteria/kitchen area.

SECTION E – ENERGY EFFICIENCY Describe the current energy use of this facility and what is proposed in the project that might impact the future energy use of this facility. Consider computing an energy use index before and after the project.

The building currently has standard efficiency boilers, unit ventilation and fluorescent lighting. The proposed improvements would eliminate fuel oil and install 99% efficient Gas boilers. Lights would be converted to LED and ventilation upgraded to ERVS with high filtration levels.

SECTION F – DEFICIENCIES		
	List deficiency	State how deficiency is being corrected, if applicable
Security	N/A	
Fire Safety	lack of sprinkler system	addition of new sprinkler system
Mechanical	lack of energy recovery	new ERVS with high filtration levels
Electrical	inefficient lighting	LED high efficiency products
Plumbing		
Structural		
Environmental Conditions (asbestos, lead, sewage, etc.)	N/A	
Site (traffic, parking, well, leach field, etc.)	N/A	
ADA	N/A	
Building Envelope	N/A	
Acoustics	N/A	
Educational Space Constraints	Need classrooms for increased enrollment and storage	Add classroom addition and convert current portables into storage

SECTION G – MAINTENANCE	
State how many full time equivalent staff are dedicated to maintaining the current facility.	3.0
Describe below how the following building services are provided and indicate the method of staffing.	
Daily facility cleaning	Three FT employees (Building Maintenance Supervisor, maintenance worker and custodian)
Grounds maintenance	Part contracted service, part employee responsibility
Refuse removal	Contracted service
Snow removal	Contracted service
Minor maintenance/repair	Building maintenance supervisor and maintenance worker
Pest management	Contracted service
Periodic equipment servicing and preventive maintenance	Building maintenance supervisor, maintenance worker and contracted services
Describe below the process for reporting, recording, verifying, and prioritizing building problems and fire safety issues.	
District ticketing system and facility audit tool	
Describe below the process for 1) assigning corrective work and 2) determining that corrective work has solved the problem.	
Building maintenance supervisor and facilities director delegate or perform work submitted to the ticketing system	
Describe below the process for tracking and analyzing recurring problems.	
Facilities director and building maintenance supervisor use the facility audit tool to analyze building deficiencies which are rated. Items with a four or less are put in the budget.	
Describe below the process for scheduling and completing preventive maintenance services and inspections on major building systems (e.g., HVAC, life safety, elevators, plumbing, roofs, windows, doors, and kitchen appliances)	
The facility maintenance plan is used as a guide. Some systems are inspected annually by third-party vendors; otherwise there is an annual internal inspection.	

SECTION H – SQUARE FOOTAGE (SF) for <u>entire</u> building			
Total Existing Square Footage	Proposed Area to be Razed (sf)	Proposed Area to be Added (sf)	Total Proposed Area After Completion (sf)
49,421	0	13,600	

Proposed area to be renovated (sf)	use entire sq footage	because LED and controls in all areas
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SECTION I – ANTICIPATED PROJECT COSTS			
	Cost for new space	Cost for Renovated Space	Total Cost
Site acquisition & development			0
Construction costs (See pg. 2-3 of Appendix C)			\$7,354,000
Planning and design costs			\$200,000
Furniture, fixtures and equipment (FFE)			
Contingency			\$700,000
Other			
Total cost of project			\$8,254,000

SECTION J – ANTICIPATED FUNDING SOURCES	
	Amount (\$)
Bonds/loans	\$5,707,800
District funds	
Charitable trust funds/bequests/gifts/donations (or other non-taxable funding)	
Energy rebates (estimated)	\$100,000
Federal or State aid other than building aid (e.g., ESSER, Public School Infrastructure, CTE funding, etc.)	
Other (insurance claim payments, impact fees, etc.) <i>State type:</i>	
State building aid (estimated)	\$2,446,200
Total	\$8,254,000

SECTION K – DEBT <i>(for more information about debt limits, see RSA 33:4a and RSA 195:6)</i>	
District total assessed valuation	\$ 759,692,265
District debt (including this project)	\$ 14,173,500
Percent debt to valuation	1.87%

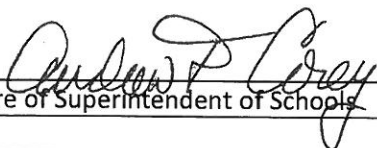
SECTION L – ATTACHMENTS

- 01 ☐ [Condition Evaluation form](#)
- 02 ☐ [A statement of assurance to maintain the facility](#)
- 03 ☐ Copy of the 20 year maintenance plan
- 04 ☐ School Board meeting minutes to put forth for voter consideration. Minutes must identify total project costs.
- 05 ☐ Most recent fire inspection report
- 06 ☐ [Most recent health inspection report](#)
- 07 ☐ Proof of submission to the NH Division of Historical Resources (NHDHR) for a Request for Project Review (RPR)
- 08 ☐ Documentation that you have reached out to your utility company to discuss energy efficiency incentives
- 09 ☐ Mechanical-electrical-plumbing-structural reports, if any
- 10 ☐ Life-cycle cost analysis used to support statements in section D of this application
- 11 ☐ Design capacity documentation (i.e., enrollment projections from a statistically reasonable method)
- 12 ☐ Educational capacity calculations
- 13 ☐ Outline of technical specifications
- 14 ☐ A general layout map indicating total square footage and year of construction
- 15 ☐ Preliminary site plan – plan must show to the boundaries of the school owned property
- 16 ☐ Preliminary architectural drawings – drawings must include dimensioned floor plans that are labeled as to the use of each space and total square footage of each space. All spaces in the building must be shown, even those that are not proposed for renovation.
- 17 ☐ [Site Addendum](#), if project includes land development *n/a*
- 18 ☐ Digital copy of application and attachments

SECTION M – ACKNOWLEDGEMENTS

By signing below, you acknowledge the following:

- You are aware that per Ed 321.13, all public school construction projects are required to have a review completed by the State Fire Marshal's Office (SFMO). Approval from the SFMO does not need to be complete at the time this building aid application is submitted, however no building aid funds will be reserved without SFMO's approval (<https://www.nh.gov/safety/divisions/firesafety/building/engineering/index.html>).
- You are aware of the need to apply for energy efficiency reimbursement programs per RSA 198:15-c 1 (b) and Ed 321.21 (d)(2) h., and that any energy rebates granted by a utility company will be deducted from the total project cost eligible for building aid.
- You have reviewed the items ineligible for building aid listed in Appendix B, including the cap on new construction cost and square footage.
- You are aware that 80% of a building aid award is paid to the district upfront, with the remainder of up to 20% to be paid upon completion of the project and submittal of all necessary final plans and documentation, per RSA 198:15-b 1.(2)(B) and Ed 321.22 (d). In the meantime, the district is responsible for determining how to fund this 20% portion that is not paid at the onset of the project (such as through construction loans, bridge loans, capital reserve funds, etc.).
- You are aware that distribution of the final building aid payment is dependent upon eligibility of all final costs and funding sources. Payment of the full remaining 20% is not guaranteed. Any ineligible costs, including new construction costs over the cap or square footage, are deducted out of the total project cost. Any ineligible funding sources, such as donations, state/federal grants, rebates, etc., are also deducted out of the total project cost. In the event that such deductions result in a final eligible project cost less than the 80% already granted, the school district is responsible for paying back the difference.


Signature of Superintendent of Schools

6/30/22
Date

SECTION N – AUTHORIZATION

I hereby certify to the best of my knowledge and belief that the above information is correct.


Signature of Superintendent of Schools

6/30/22
Date



25 Hall Street, Concord, NH 03301
Telephone: (603) 271-0955

School Building Aid – Condition Evaluation Form

Instructions: Complete, sign and attach this *four* page condition evaluation form to your building aid application. Use the space provided. DO NOT EXPAND THE SECTIONS. DO NOT attach additional information, except for response to Section B1. Be as specific as you can about the item requested in the space provided. DO summarize the information being requested and if applicable, cite the applicable report for further documentation. For example, if you have a serious structural issue with the roof, state the issue below in section B2 and cite the structural report and page number that identifies the *specific* structural issue. The structural report should be attached to your building aid application (section L of the building aid application), not this form.

As part of the building application, this completed form will be used by the Department to score the building aid application. In accordance with RSA 198:15-c, projects shall be published in descending rank order by the State Board of Education by January 15, 2023.

Between July 1, 2022 and November 1, 2022, DOE may contact you to schedule a site visit to verify this form.

SECTION A - PROJECT INFORMATION			
SAU number	41	Name of school district	Brookline School District
Name of school	Captain Samuel Douglass Academy		
Name of project	Building renovation to address capacity issues as well as HVAC enhancements		

SECTION B1- SCHOOL SECURITY (100 points) – Describe any school security projects made to the facility prior to this proposed project, either based on the recommendations of the state fire marshal or Homeland Security and Emergency Management (HSEM). State when HSEM’s school security assessment was last completed. In addition, if the recommendation in the security assessment were fully integrated into the school, state what work was done and when was it completed. If specific recommendations were not integrated, state why and/or describe any future plans to implement the recommendations. Do NOT attach your school security assessment report.

Please attach the response to this section as a separate page marked Confidential.

In accordance with RSA 91-A:5, IV, this information is exempt from public disclosure as it pertains “to matters relating to the preparation for and the carrying out of all emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.”

SECTION B2 - UNSAFE CONDITIONS (250 points) – Describe unsafe conditions in the school such as: fire safety concerns stated by the state fire marshal or the local fire chief; mechanical, electrical, plumbing, or structural integrity concerns documented by a professional engineer or building professional; environmental conditions such as the presence of asbestos, lead, radon, sewage leaks, mold, etc.; or traffic circulation safety concerns. State how the proposed project will eliminate or reduce these concerns.

There are no unsafe conditions as specified by a state or local professional.

SECTION B3 – OBSOLETE/INEFFICIENT/UNSUITABLE CONDITIONS (100 points) – Describe obsolete, inefficient, or unsuitable conditions at your school, such as deficiencies in not meeting the American with Disability Act, inefficient or unsuitable building systems, in efficient or unsuitable building envelope, poor air quality, poor acoustics or ineffective educational spaces. State how the proposed project will eliminate or reduce these concerns.

The following all fall under the categories of obsolete, inefficient or unsuitable:

1. The boilers are at end of life which make them very inefficient, obsolete and unsuitable.
2. The fire alarm panel is obsolete.
3. The lack of a sprinkler system is unsuitable.
4. The HVAC units are end of life and thereby unsuitable, inefficient and obsolete. We also have no building control system which makes for unsuitable conditions for managing the building systems.
5. The lighting is inefficient and unsuitable.

The proposed boiler and other HVAC units will be much more efficient especially in combination with the new building control system. A new fire alarm panel and a sprinkler system will alleviate the current unsuitable conditions the lack of which is causing. LED lighting will be far more efficient and suitable for education spaces.

As enrollment increases, the addition of classrooms will alleviate overcrowding in current classrooms.

SECTION B4 – HIGH PERFORMANCE (100 points) – Describe if this project meets a high performance design standards, as outlined in Northeast Collaborative for High Performance Schools (CHPS), version 4.0. If all applicable prerequisites will be incorporated into the design the project shall be granted 50 pts on this form. If the project incorporates the CHPS verified program standards into the design (110 CHPS score for new construction; 85 CHPS score for renovations) then the project shall be granted 100 points on this form. When projects are complete, verification must be submitted by the architect or other licensed professional with knowledge of the project.

N/A

SECTION B5 – OVERCROWDING and INCREASED ENROLLMENT (50 points) – Describe any deficiencies to instructional areas and programming, such as overcrowding, lack of educational space, or forced use of temporary classrooms. State how the proposed project will eliminate or reduce these concerns.

We are seeing increased numbers in the lower grades of the lower elementary. Those students will increase the numbers in this school as they move through the grades. This school has an aging two classroom portable that is approaching end of life. The proposal is to use these as storage, which is desperately needed, and then build a classroom addition to house the growing number of students.

SECTION B6 - OPERATIONAL COST EFFICIENCIES, CONSOLIDATION, or REDUCED PROPERTY TAXES (50 points) – Describe how this project contributes to operational costs efficiencies, consolidation, or reduce property taxes.

Since all equipment referenced is at end of life, it is anticipated that there will be automatic efficiencies and cost savings with newer equipment. Replacing the current lighting with LED will be another automatic efficiency and cost savings. The time spent on less work here will free up time to attend to the new classroom addition.

SECTION B7 - MAINTENANCE PROGRAM (125 points) – Describe how your district has made a reasonable attempt to accommodate maintenance activities including scheduled and unscheduled repairs, upkeep, minor alterations, enhancements to the building, and preventative maintenance necessary to achieve the life expectancy of the building systems and components. State how you will maintain the building and its systems if this proposed project is built. Describe any maintenance tracking systems you use (including the name of the system) and how it is used to assist the maintenance and operations of the facility. Also state how much and what percent of the budget is dedicated to maintenance and operations.

The district has at least two staff positions in each building that are Maintenance based. This helps with the need to call in vendors for repair, and it is beneficial to Preventative Maintenance work. The district does have certain PM agreements with vendors, but a lot of other small-scale work can be done by our Maintenance staff. This includes but is not limited to cleaning tasks, changing/replacing filters, running/cycling various systems, amongst other maintenance items.

We use PM Direct to organize these tasks and maintain the schedule. The work order will go out on the scheduled date to be performed. When discussing Preventative Maintenance, scheduling the task and completing it is the most important factor. We believe our PM plan whether in house or external has benefited our buildings. This plan will continue to be used for the redesign and additions in the proposed project.

The percent of the budget dedicated to maintenance and operations is: 6%

SECTION B8 - ELIGIBILITY FOR FREE & REDUCED MEALS (200 points)

Percent students eligible for free and reduced lunch

(<25% = 0 points; 25-30% = 50 points; 30-40% = 100 points; 40-50% = 150 points; 50+ = 200 points)

Percent students eligible for free and reduced lunch in school year 2021-2022

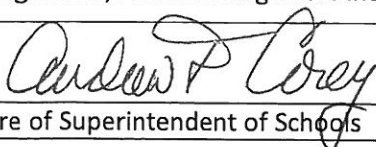
3.89 %

SECTION B9 - HISTORICAL PRESERVATION (25 points) –Describe if this project will implement or address any recommendations received from the Division of Historical Resources.

This is still under review with the Division of Historical Resources.

SECTION C – ACKNOWLEDGEMENT

By signing below, I acknowledge that the above information is true to the best of my knowledge.



Signature of Superintendent of Schools

6/30/22

Date



25 Hall Street, Concord, NH 03301
Telephone: (603) 271-0955

School Building Aid - Maintenance Statement of Assurance

Due by July 1, 2022

Complete, sign and attach to school building aid application

SECTION A - PROJECT INFORMATION

SAU number	41	Name of school district	Brookline School District
Name of school Building	Captain Samuel Douglass Academy		
Name of project	Building renovation to address capacity issues as well as HVAC enhancements		

SECTION B Briefly describe the proposed project:

Captain Samuel Douglass Academy needs upgrades to their HVAC and building control systems that are at their end of life. Based on enrollment projections the school will also need instructional classroom spaces to meet the projections outlined in the NESDEC study. The building project will also include any required upgrades to meet current fire, security and building code regulations.

SECTION C Briefly describe the proposed types of equipment to be operated and maintained:

HVAC equipment, including boilers, and the building control system will be replaced as well a new LED lighting. A new fire alarm panel system will also be installed.


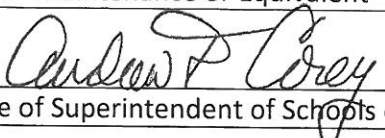
SECTION D Brief description of the overall impact of proposed construction on the facility maintenance program. Explain how maintenance is to be performed by in-house staff or contractors:

No increase in contracted service. Because the current equipment is very old and requires a lot of staff attention, we anticipate the percent of time employees spend on maintaining new equipment to be reduced. Also, the installation of a buildings control system will result in less time spent on maintaining the HVAC equipment which will free up more time to clean new spaces.

SECTION E Describe the training program for the maintenance staff on the new facility and new equipment. Indicate who will provide instruction and when instruction will be complete.

New instruction will be provided by vendors and the construction manager. The facilities director will ensure that the current staff and any new staff will be properly trained and training refreshers as needed.

SECTION F		
Number of total FTE staff dedicated to cleaning/maintaining this building (after project is complete)	3.0	FTE
Average sq. ft. assigned to each custodian for daily cleaning	16,000	SF
Net increase/decrease in maintenance staff caused by this project	0	FTE
Estimated annual increase/decrease to district maintenance budget	\$ 0	
Net increase/decrease in facility space (+ for an increase, - for a decrease)	+13,600	SF

SECTION G – ACKNOWLEDGEMENT	
By signing below, I acknowledge that the above referenced school district intends to maintain and service all new equipment installed through this project according to the instructions of the equipment manufacturer.	
	6-30-22
Director of Maintenance or Equivalent	Date
	6/30/22
Signature of Superintendent of Schools or Charter School Director	Date

Twenty Year Maintenance Plan

The district, as part of the SAU 41 vision, has undertaken projects to preserve and renovate our existing buildings rather than tear them down and build new schools. This approach has lengthened the lifespan of several buildings under the SAU 41 umbrella and will continue to serve the needs of the Hollis and Brookline communities. This approach has helped facilitate a mutual understanding between the districts and the residents of both towns about the benefits of utilizing existing conditions versus new construction. The clear impact is in costs, and renovations have helped create the narrative of cost savings between renovation and new construction. SAU 41 has determined that this approach is the best route forward for all stakeholders and we will continue down the path of improving our existing buildings rather than construct new ones.

Renew and Revitalize

As part of this renovation vision for our buildings, we see core changes coming in various aspects of the building infrastructure.

- **Energy Efficiency**
 - *HVAC system*
 - Aging equipment
 - Air Handling Units
 - Aging Rooftop units and Unit Ventilators
 - Boilers
 - Aging Oil fired boilers
 - Central Plant
 - Designing a better central plant site per building
 - Centralized space
 - House both HVAC, Electrical, amongst other components
 - *LED Lighting*
 - Lighting Fixtures
 - Less consumption
 - Increase illumination
 - Programmable schedules
- **Building Space**
 - *Additional New Spaces*
 - Enrollment Needs
 - Increasing enrollment requires more space per building
 - Storage Needs
 - Most buildings lack storage space
 - *Space Planning*

- Office Space
 - Space required as staff increase due to student and business needs
- **Security**
 - *Evolving Secure Solutions*
 - Interior
 - Securing classrooms
 - Exterior
 - Securing exterior entryways and doors

Maximizing and Maintaining Building Life

Our vision includes maintaining and expanding the life of the buildings through proper maintenance and necessary repair work or replacement if needed with existing facilities, equipment and other infrastructure components.

- **Facilities Maintenance**
 - *Preserving our Existing Infrastructure*
 - Life Cycle Building Maintenance
 - Roofs
 - Building Interiors
 - Building Exteriors
 - Windows
 - Doors
 - Floors
 - Ceilings
 - *Life Safety*
 - *End of Life Equipment or New Installations*
 - *Fire Alarm Panel*
 - *Fire Sprinkler System*
 - *Kitchen Systems*
 - *Fire Pump*

A vision can become reality when it is based in reality. SAU 41 is very realistic when it comes to Facilities and Facilities Management. Working with our budget committees and taxpayers to budget for manageable, well thought out sections of improvement has worked well, to date, for all three districts. The vision outlined here is an approach that has been in place for some time, and we believe this vision can continue to benefit our district for the next 20 years.

Brookline School Board
Wednesday, October 27, 2021
Captain Samuel Douglass Academy
6:00 PM

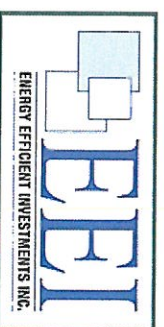
All Times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:05 Agenda adjustments
 - Correspondence/Resignations/Nominations
 - Superintendent's memo regarding COVID numbers
- 6:10 Approval of Minutes – September, 2021
- 6:15 Public Input
- 6:30 Principal's report
- 6:45 Discussion
 - Fiscal Year 2021 final numbers
 - Fiscal year 2022 Revenue and Expense first quarter report
 - Fiscal Year 2023 budget discussion
 - Facilities Committee – Renovations plan
- 8:00 **Deliberations**
 - To see what action the Board will take regarding the policy memo submitted by the Brookline policy committee
- 8:15 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 8:30 Motion to adjourn



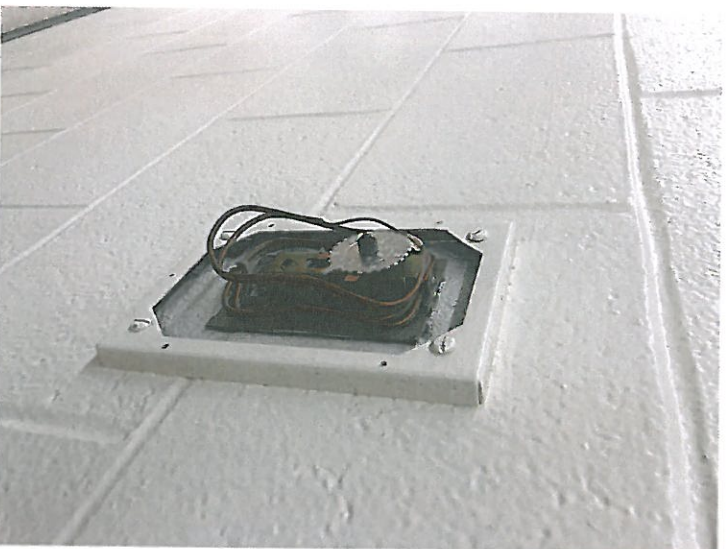
Energy Efficient Investments Banwell Architects

September 22, 2021

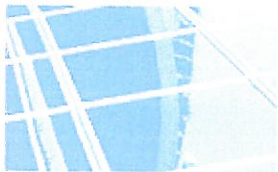


Does RMS need improvements?

- Lack of Central Control



1. RMS use 42% more energy than similar sized school in Manchester
2. Building lacks Central Controls and Ventilation System nearing end of life
3. Gym mezzanine is an excellent location for central ventilation system
4. LED Lighting would reduce expense by about \$10,000 per year



3 Boiler Rooms with Residential Products / Light commercial systems



EEl & ENE ENERGY ADVISOR

RMMS

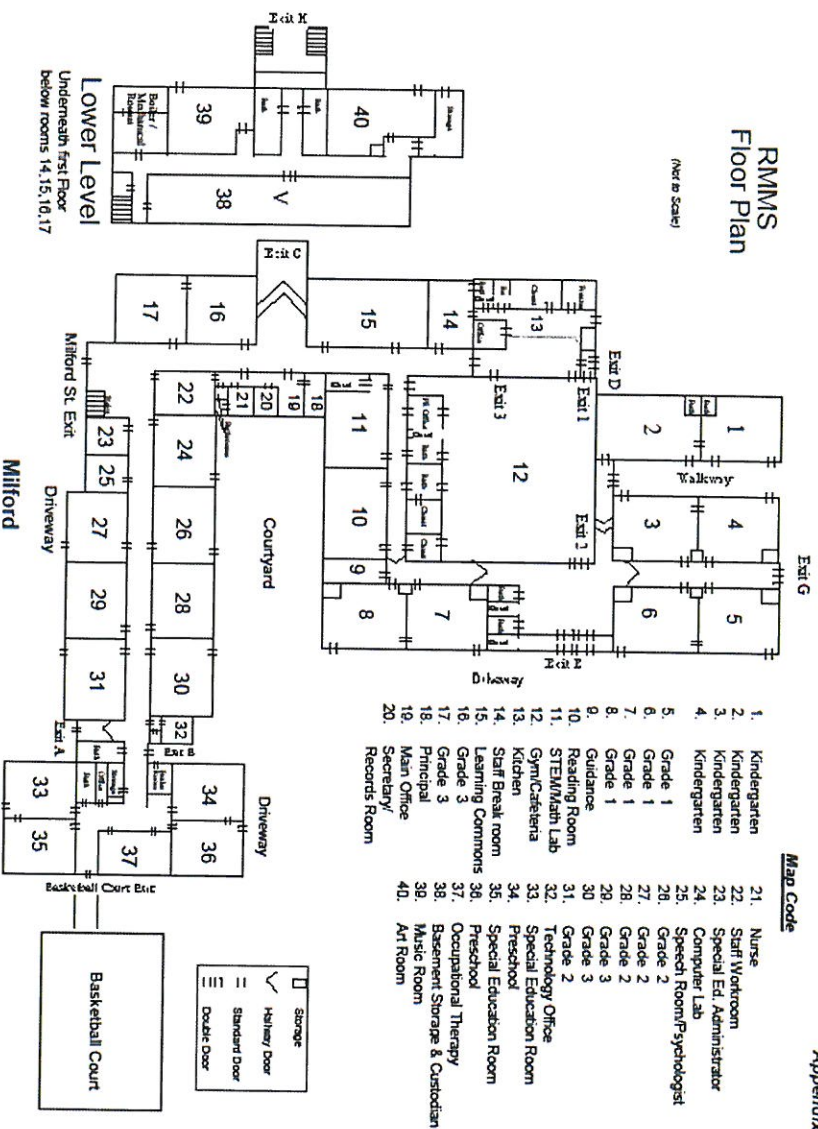


EET & ENE ENERGY ADVISOR

RMMS

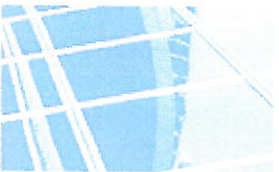
RMMS Floor Plan

(Not to Scale)

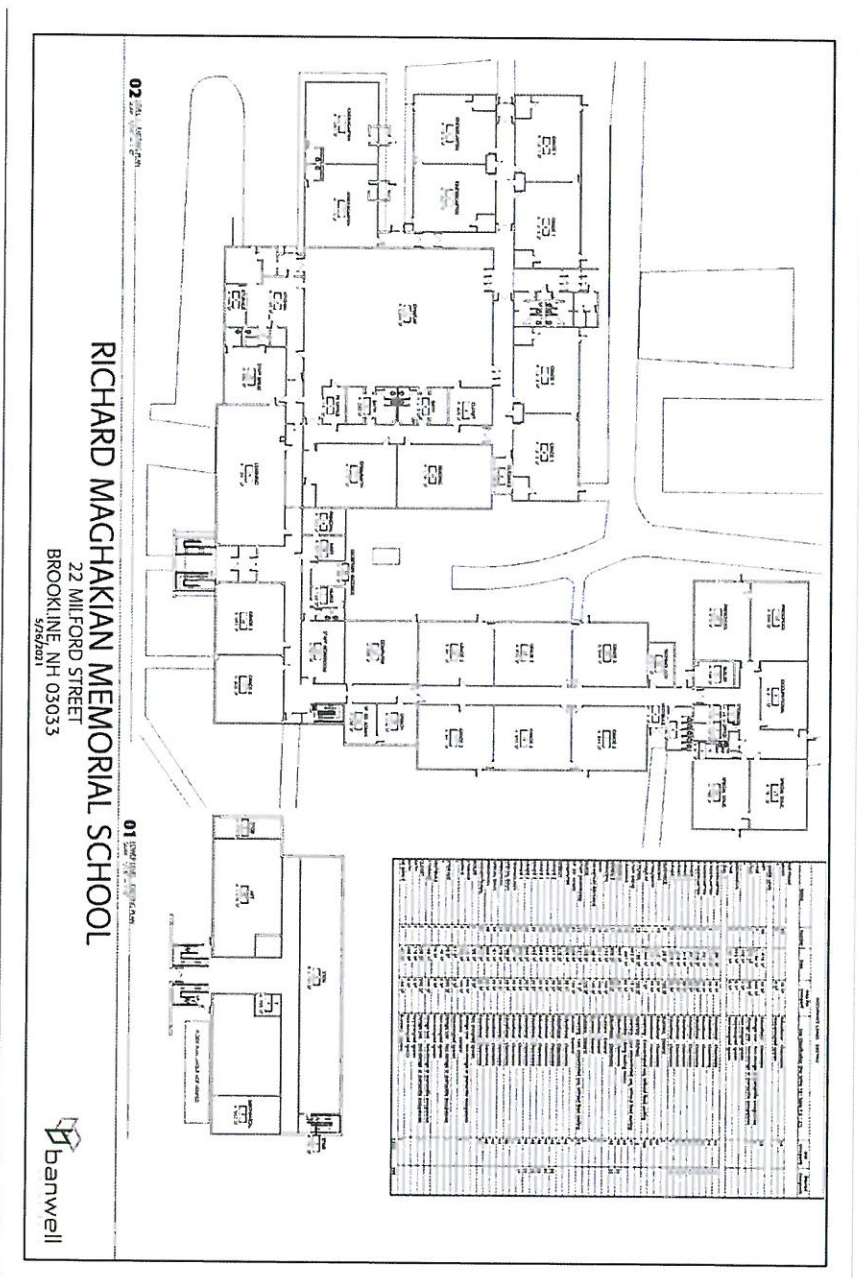


Appendix A

EEl & ENE ENERGY ADVISOR



RMMS

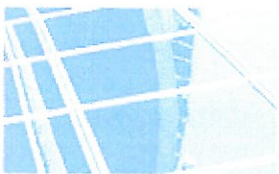


EEL & ENE ENERGY ADVISOR



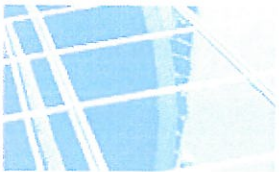
- Elevator is required
- Placement of main entry off main parking lot
- Secure entry vestibule with direct check in
- Stair guardrails and handrails
- ADA required improvements

banwell
ARCHITECTS



RMMS Classrooms

	Existing:	Proposed	Projections:
• Pre-K:	2	2	2
• KG	4	5	5
• 1 st	4	5	5
• 2 nd	4	5	4
• 3 rd	4	5	4
Total:	18	22	20



CSDA



E&E ENERGY ADVISOR



CSD Boilers

Boilers standard
efficiency and in
poor condition.
Useful life 5 years
remaining +/-



EET & ENE ENERGY ADVISOR



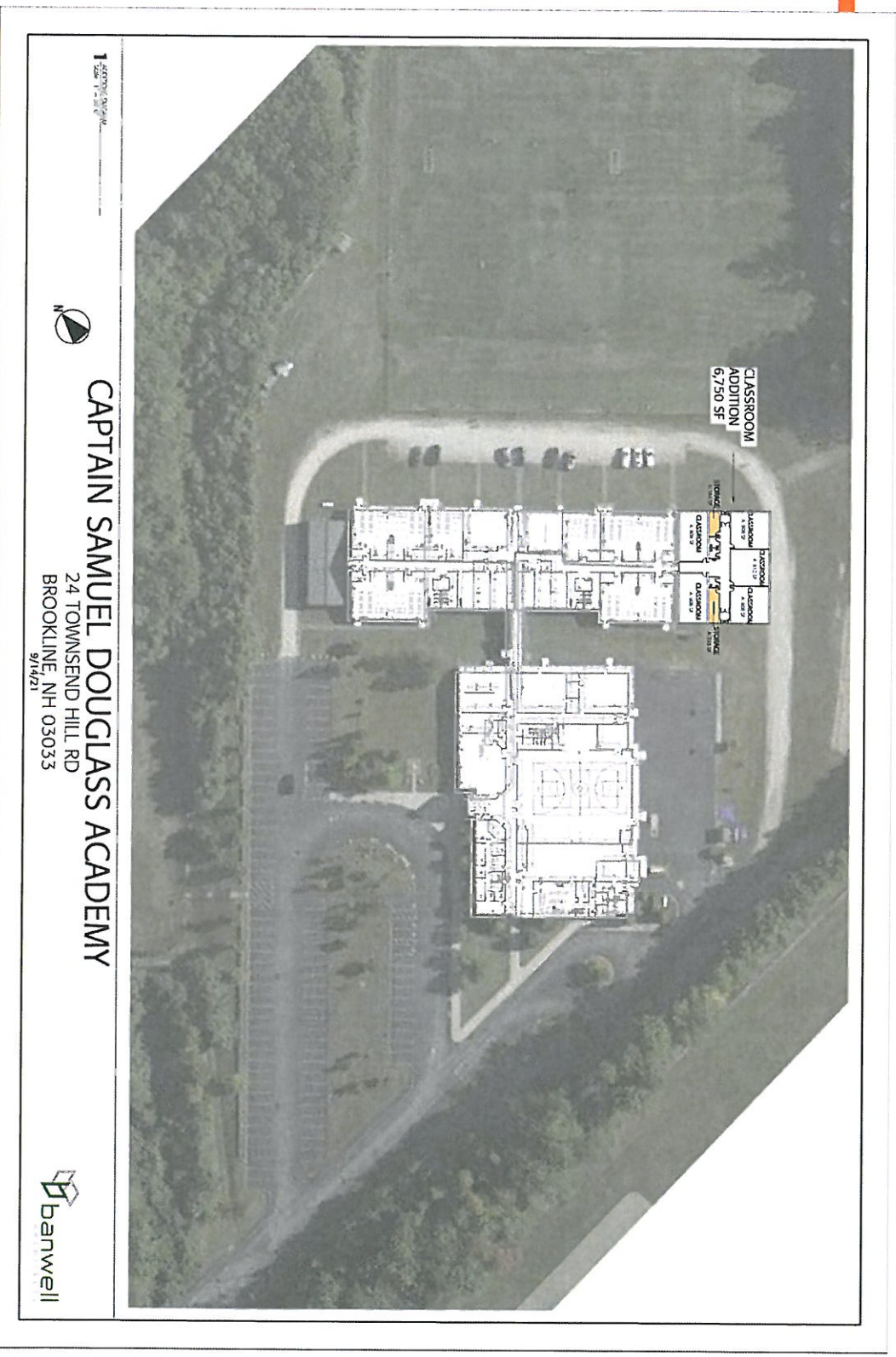
Building systems

1. Fire alarm and HVAC controls nearing end of life
2. System unit ventilation is noisy and does not have recommend filtration or dehumidification
3. Great opportunity for solar on roof

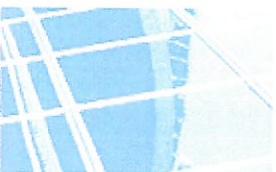


CSDA

- Removal of portables for classrooms and reuse as storage
- Additional classrooms (5 classrooms/grade) (6750 SF)
- Additional space for toilets and storage



EEI & ENE ENERGY ADVISOR



CSDA Classrooms (6750 sf)

	Existing:	Proposed	Projections:
• 4th	5*	5	5
• 5th	4	5	4
• 6th	4	5	4
Total:	13	15	13

EEI & ENE ENERGY ADVISOR



Brookline School District
Narrative for school board meeting
9-16-2021

EEI and Banwell Architects have been working with the Brookline School District to do a preliminary facility assessment at RMMS and SDA. The enrollment in the district has maintained steady while services have increased

Existing conditions

RMMS

1. There is an overall lack of space in the building for education needs
2. There are needed ADA and code upgrades
3. Building lacks sprinkler system
4. Building has 3 inefficient oil boiler plants
5. Ventilation systems are at end of life.
6. No elevator for ADA access for lower level
7. Main office is separated from main entrance creating security risk
8. School lacks a modern kitchen and a dedicated cafeteria

CSDA

1. School relies on modular classrooms as space inside the building is strained
2. HVAC controls and fire alarm system nearing end of useful life
3. HVAC system does not allow for dehumidification or recommended ASHRAE filtration
4. Building has inefficient fluorescent lighting
5. Cafeteria is undersized for student usage
6. Building lacks sprinkler system

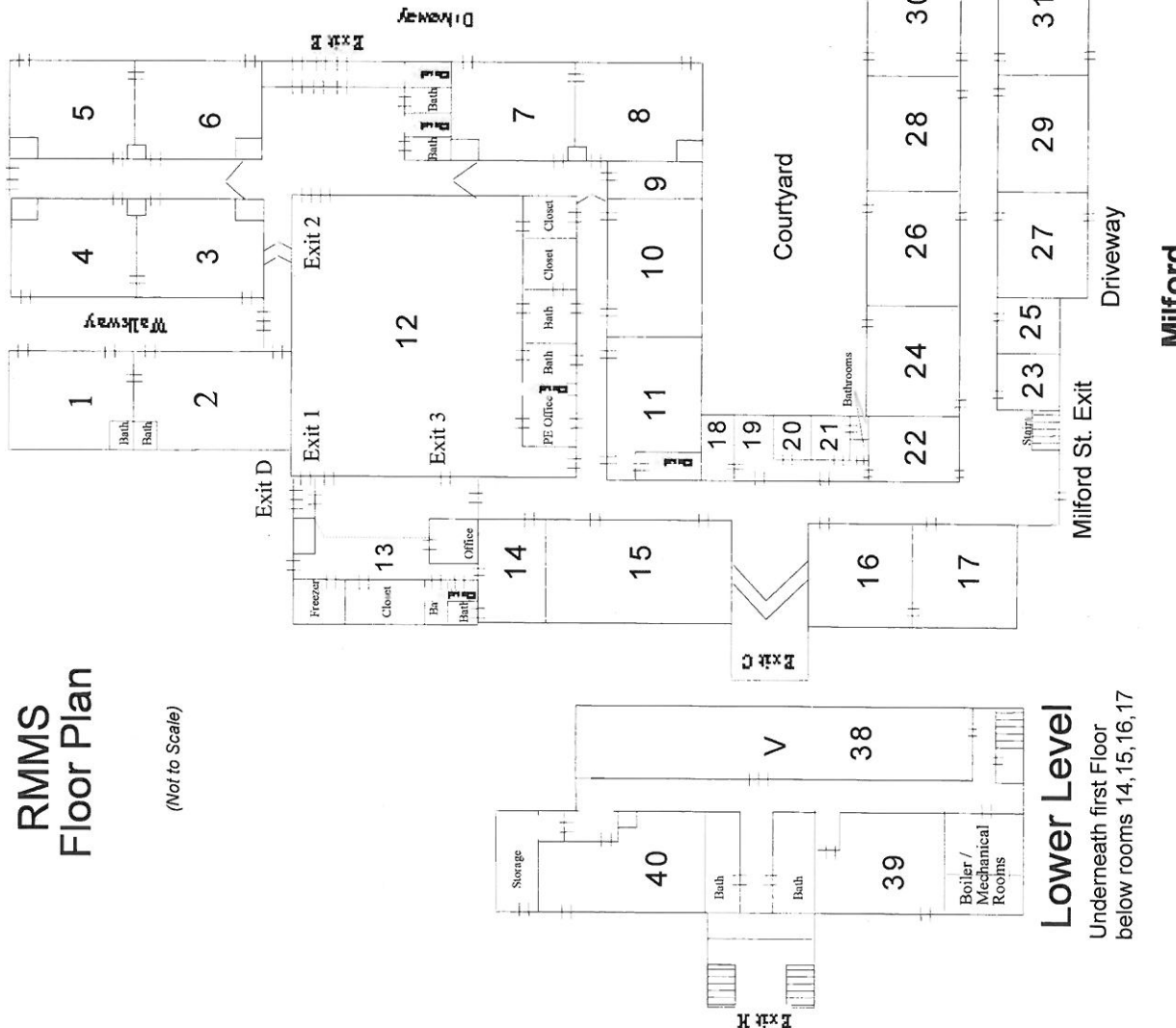
Potential solutions will be discussed at board meeting

1. Performance contract: low budget impact solution for (Controls, boilers, solar, and lighting)
2. Additions to both schools to provide more educational space
3. ADA, safety, and fire protection upgrades
4. Ventilation and dehumidification options
5. Renovations to RMS to improve main office access

RMMS Floor Plan

(Not to Scale)

Exit G



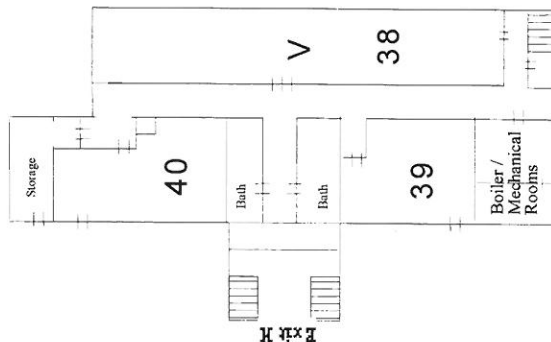
Map Code

- | | |
|------------------------|-------------------------------|
| 1. Kindergarten | 21. Nurse |
| 2. Kindergarten | 22. Staff Workroom |
| 3. Kindergarten | 23. Special Ed. Administrator |
| 4. Kindergarten | 24. Computer / Math |
| 5. Kindergarten | 25. Speech Room/ Psychologist |
| 6. Grade 1 | 26. Grade 2 |
| 7. Grade 1 | 27. Grade 2 |
| 8. Grade 1 | 28. Grade 3 |
| 9. Break | 29. Grade 3 |
| 10. Grade 1 | 30. Grade 3 |
| 11. Grade 1 | 31. Grade 3 |
| 12. Gym/ Cafeteria | 32. Psychology Office |
| 13. Kitchen | 33. Special Education Room |
| 14. Staff Break room | 34. Preschool |
| 15. Library/ Reading | 35. Special Education Room |
| 16. Grade 2 | 36. Preschool |
| 17. Grade 2 | 37. Occupational Therapy |
| 18. Principal | 38. Basement Storage & |
| 19. Main Office | 39. Music Room |
| 20. Secretary/ Records | 40. Art Room |



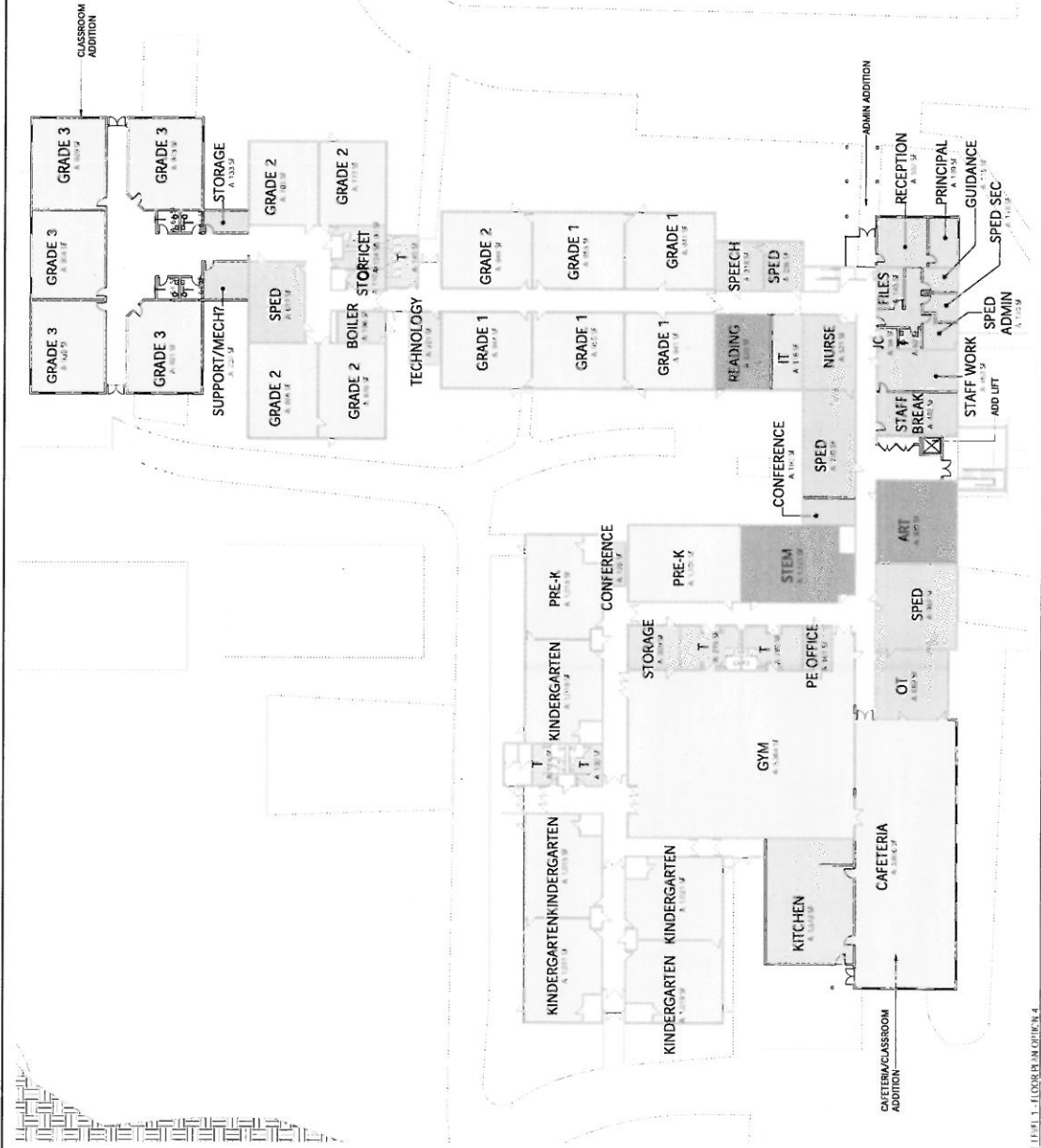
Lower Level

Underneath first Floor
below rooms 14, 15, 16, 17



Department Legend

- CLASSROOM
- CORE
- EDUCATIONAL SUPPORT
- FACILITIES
- SPECIALIZED CLASSROOM
- SPED



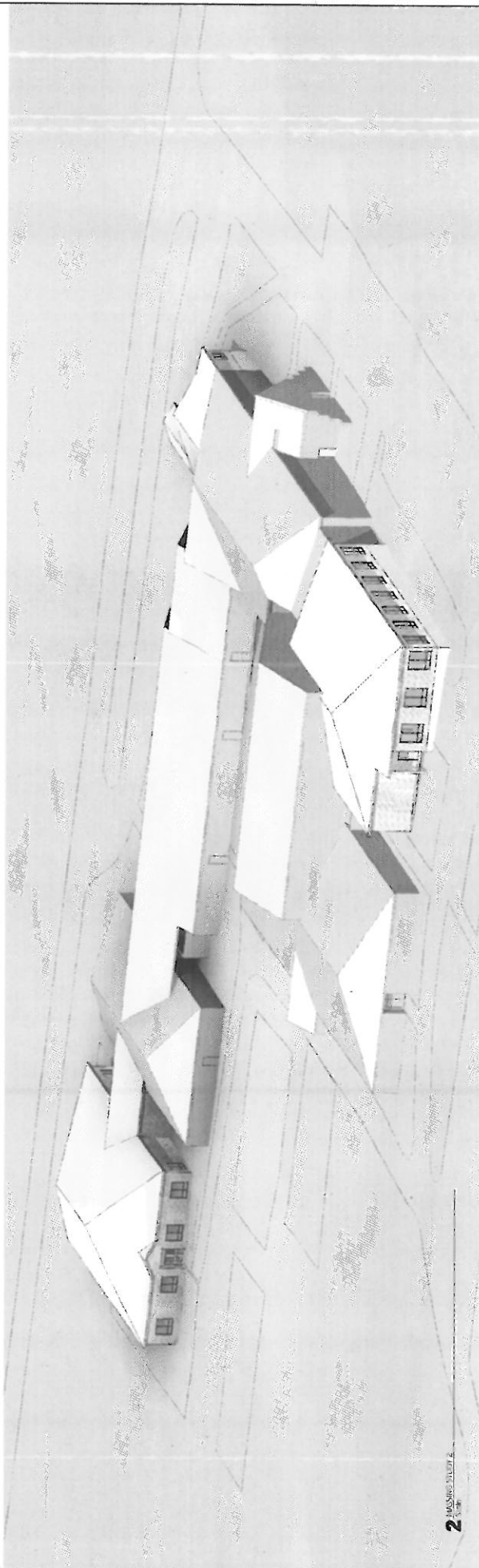
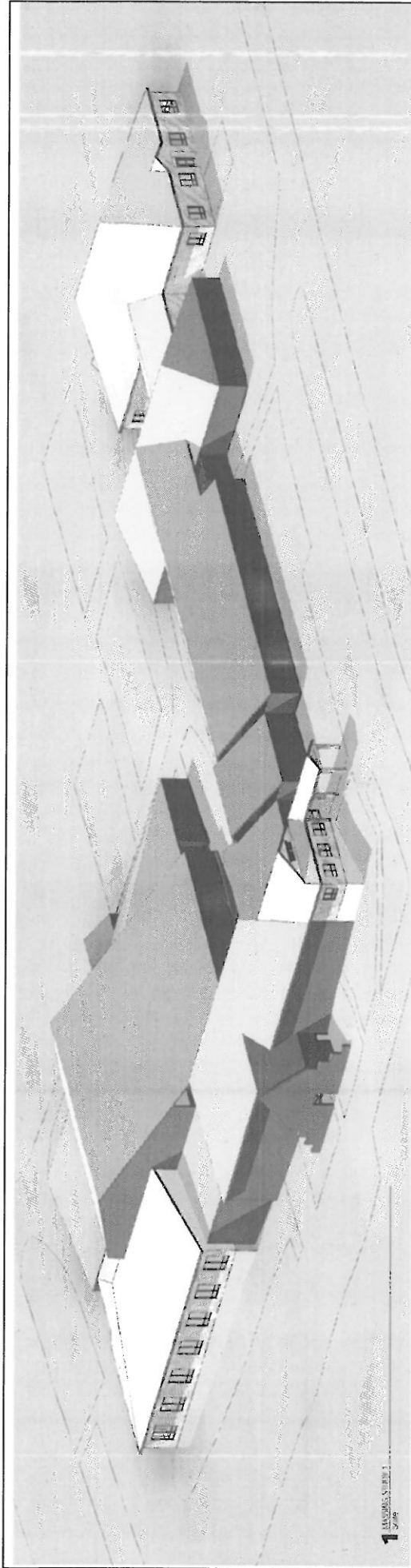
1 11.01 1. FLOOR PLAN OPTION 4
2.000' 1" = 20' 0"

2 2.000' 1" = 20' 0"

RICHARD MAGHAKIAN MEMORIAL SCHOOL

22 MILFORD STREET
BROOKLINE, NH 03033
6/16/2021



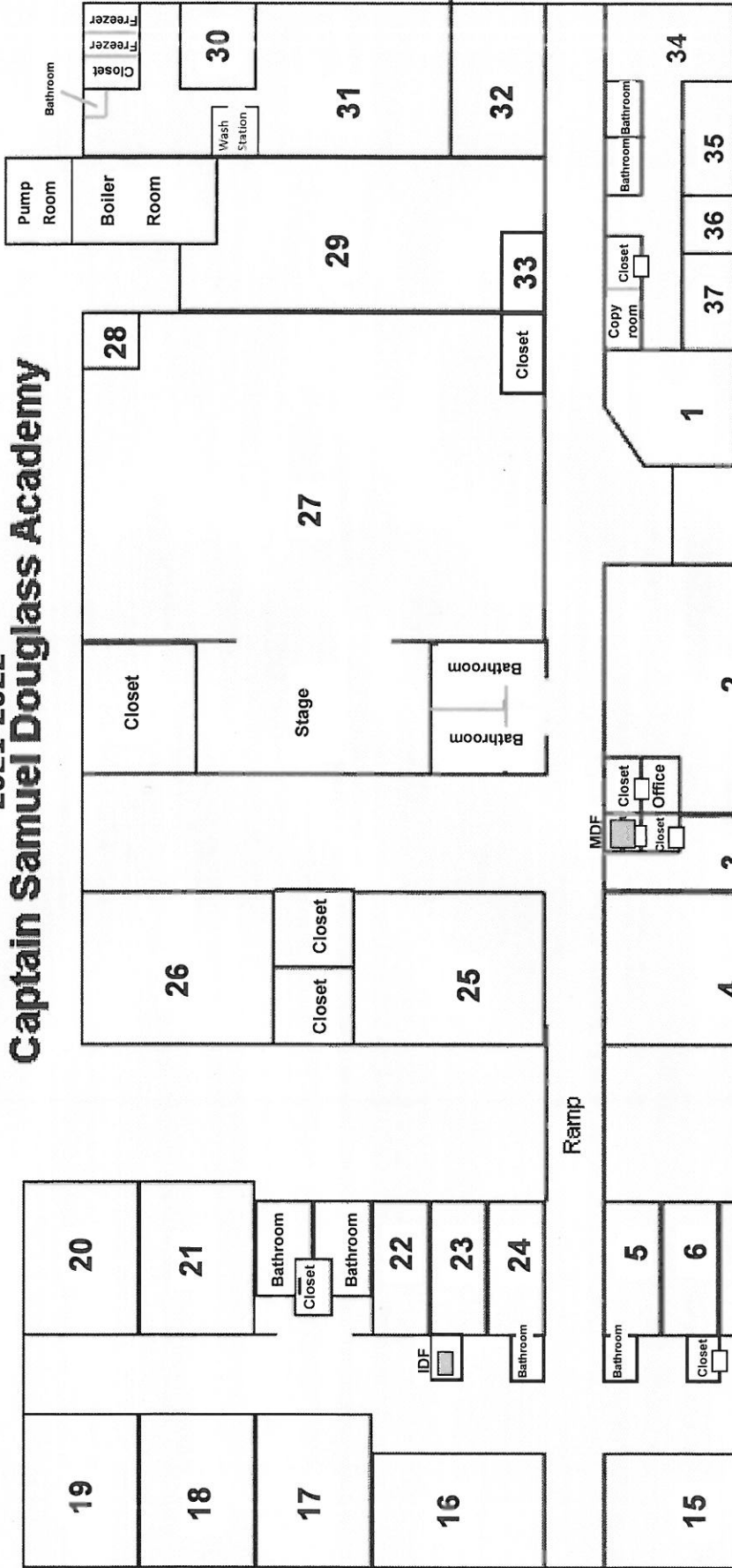


RICHARD MAGHAKIAN MEMORIAL SCHOOL

22 MILFORD STREET
BROOKLINE, NH 03033
6/16/2021



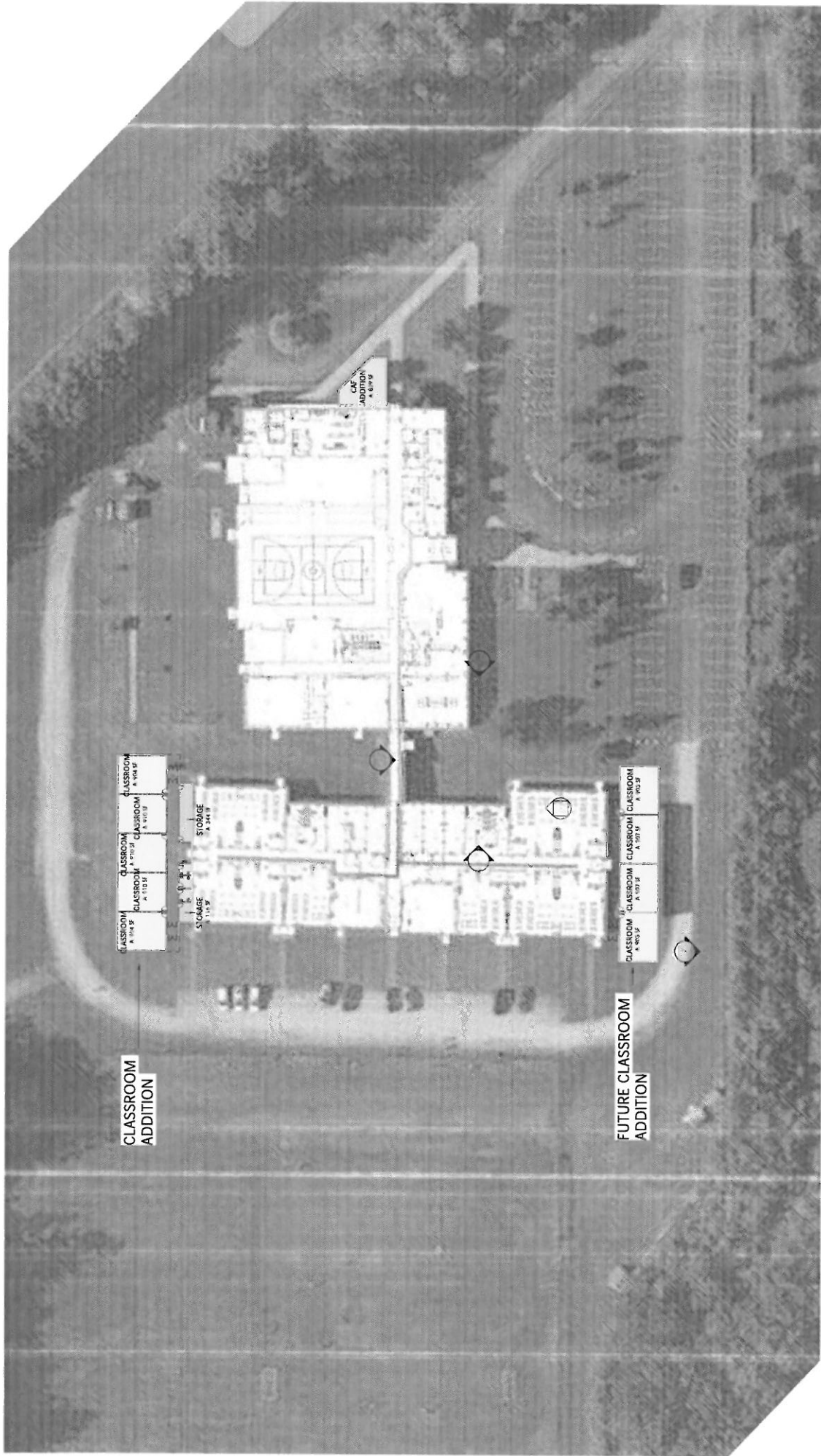
2021-2022 Captain Samuel Douglass Academy



8/16/2021

- | | | |
|---------------------------------|------------------------------------|----------------------------------|
| 1. Office | 16. Grade 4, Miss Kosek | 31. Kitchen |
| 2. Media Center, Ms Taylor | 17. Grade 4, Mrs. Davis | 32. Staff Dining Room |
| 3. Staff Workroom | 18. Grade 5, Ms. Combes | 33. Custodial Office |
| 4. Grade 4, Mrs. Gauthier | 19. Grade 5, Mrs. Stone | 34. Nurse, Mrs. Lorden |
| 5. Speech, Mrs Saitalamachia | 20. Grade 5, Mrs Coutu | 35. Conference Room |
| 6. Guidance, Ms Visinski-Bumpus | 21. Grade 5, Mrs. Leafe | 36. Special Ed Admin, Mrs. Morin |
| 7. Math Lab, Mrs. Pillion | 22. Resource Room, Mrs. Griffin | 37. Principal, Mrs. Bouley |
| 8. Grade 5, Mr. Putnam | 23. Resource Room, Mrs. Matylewski | |
| 9. Grade 6, Hicks | 24. Resource Room, Mrs. Harris | |
| 10. Reading Lab, Mrs. Melia | 25. Art, Mrs. Leroux-Gott | |
| 11. OT, Mrs. Driscoll | 26. Music, Mrs. Catino | |
| 12. Grade 6, Mr. Snoke | 27. Gymnasium | |
| 13. Grade 9, Mrs. Furbush | 28. PE Office, Mrs. VanDyke | |
| 14., Grade 4, Mrs. Lindsay | 29. Cafeteria | |
| 15. Grade 4, Ms. Meehan | 30. Kitchen Office | |

APPENDIX A



CAPTAIN SAMUEL DOUGLASS ACADEMY

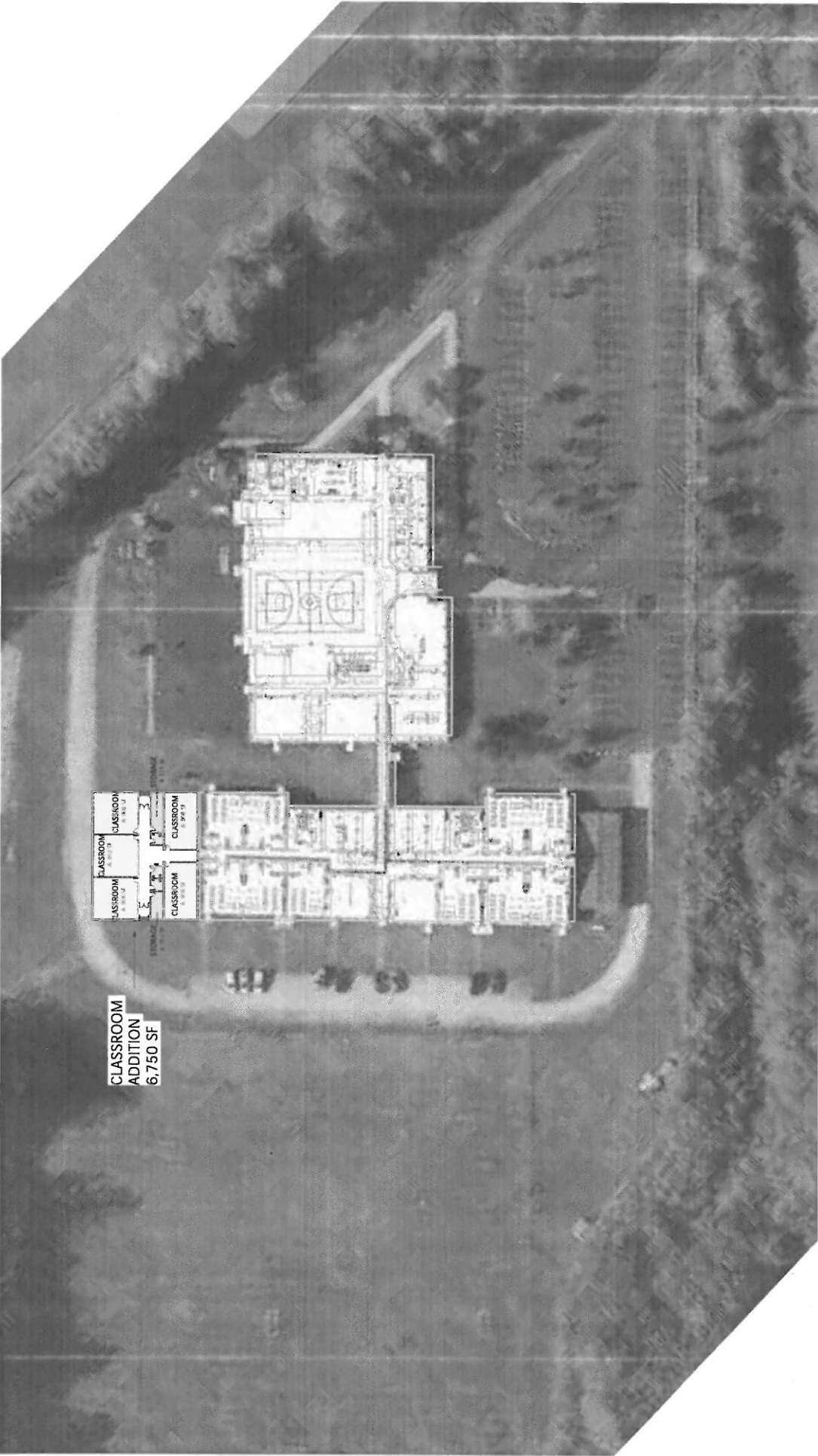
24 TOWNSEND HILL RD

BROOKLINE, NH 03033

6/16/21



1 LEVEL 1 - FLOOR PLAN
Scale 1" = 30' 0"



CAPTAIN SAMUEL DOUGLASS ACADEMY

24 TOWNSEND HILL RD
BROOKLINE, NH 03033

9/14/21



37	Occupational Therapy/Physical Therapy	17	4
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CSDA			
RM#	Space Name	Total # of students	Max # of students per period
22	Sped	13	5
23	Sped	5	4
24	Sped	19	10
5	Speech/School Psychologist	23	4
11	OT/PT	10	4
10	Reading Intervention	5	1

RMMS Room Utilization History:

Below is a listing of how spaces have been used at both RMMS and CSDA to accommodate increased enrollment. Attached to this email are the current maps for both RMMS and CSDA.

RMMS uses all spaces, some of which serve multiple purposes.

Room #3: Grade K classroom. A fourth section was added in 2016-2017. This space was used as a reading lab prior to this.

RM#5: Grade K classroom. We added a 5th section of grade K during the 2021-2022 school year. This space was used as a 1st grade class prior to this.

Room #9: Special Education space. Prior to the 2020-2021 school year, this space was used as a guidance office and a psychologist office during the 2015-2016 school year.

RM #10: Grade 1 classroom. We added a 5th section during the 2021-2022 school year. This space became the Reading Room during the 2017-2018 and was the Music room prior to this.

RM #11: Grade 1 classroom. We added a 5th section during the 2021-2022 school year. This became the STEM /Math room during the 2016-2017 school year and was the art room prior to that.

RM #15 - Now the reading room and library learning commons. This was previously the library learning commons.

Room #16: Grade 2 classroom. This space was a grade 3 classroom from 2019-2021 and was a grade 2 classroom from 2017-2019. This space was the reading lab in 2016 - 2017 and was used as a speech room prior to that.

Room #17: Grade 2 classroom. Was used as a grade 3 classroom from 2017-2020 and was a special education classroom prior to this time.

Room #21: Guidance office. Prior to the 2020-2021 school year, this area was used as a nurse's office.

Room #22: Nurse's office. Prior to the 2020-2021 school year, this space was the teacher work room.

RM#24: Computer Lab and STEM/Math. This was previously the computer lab.

Room #25: Speech Office. From 2015 - 2017, this office was used as a Curriculum Administrator and Psychologist office.

RM#32: Psychologist office. Previously this space functioned as a technology office from 2018-2020 and was a guidance office prior to this.

RM#33: Special Education Classroom. During the 2016 - 2017 this space was used as the art room. Prior to that time this space was used as a science classroom.

RM #34: Currently used as a preschool 4 year old class. This potentially could be used as a classroom space, so long as it meets the standards for Educational Space - ED 321.10

RM #35: STEP special education room since 2017-2018. This space previously functioned as the speech room during the 2016-2017 school year and was the math lab prior to that. This space potentially could be used as a classroom space, so long as it meets the standards for Educational Space - ED 321.10

RM #36: Currently used as a preschool 3 year old class. This potentially could be used as a classroom space, so long as it meets the standards for Educational Space - ED 321.10

RM #39: Music room since the 2017-2018 school year. This space was used for BASP and was a classroom at one time.

RM #40: Art room since the 2017-2018 school year. This space was used for BASP and was a classroom at one time.

Additional Interior and Exterior Building Information:

Richard Maghakian Memorial School is located on 12 acres of land. The original building, Brookline Elementary School, was built in 1961 supporting the town's community with a four-room schoolhouse. Subsequent construction followed in 1967, which added 6 rooms to the existing building. In 1987, the office, library, kitchen and gymnasium were added. Four years later, the first

grade wing was added, and the latest addition for kindergarten was added in 1996. The 54,000 sq. ft building, composed of wood, cinder block and steel, was built according to code at the time of the construction. A new roof was applied above the kindergarten, first grade, 1/2 gymnasium, art and music classrooms; along with a pulastic floor was laid in the gymnasium in 2015. In 2016, the VCT hallway floors spanning from the Milford Street Door to the end of the first grade wing were replaced. At the start of the 2019-2020 school year students arrived at a brand new playground. In 2020, the grade 2/3 wing hallway floors were replaced. In 2021, 6 classroom floors were replaced.

CSDA Room Utilization History:

Prior to grade four moving up here in approximately 2006-2007 (15 years ago), we had a science room (RM #15), a special education room (RM #16), two large office spaces for OT (RM #5, #6) and reading (RM #23, #24), two small office spaces (RM #22 and RM #7), and two empty classrooms (RM #14 and RM #17)

Once fourth grade moved up here in 2007-2008:

RM #14 became a classroom

RM #15 became a science room

RM #16 became a classroom

RM #17 became a classroom

The two larger spaces occupied by OT (RM #5, #6) and reading (RM #23, #24) had a wall placed in them to make 4 spaces:

RM #5 became speech/OT/School Psychologist

RM #6 became guidance,

RM # 7 became the math specialist room for accelerated math and intervention

RM # 22 reading intervention

RM #23, 24 all became special education services

A bubble year required five (5) fifth grade classrooms for the two years of 2008- 2010. This resulted in the arrival of the portable moving two sixth grade

teachers out to the portable (RM# 10 and RM# 11) for a few years with an average of 27 students in a classroom for sixth graders.

Once the bubble moved on, we went down to 4 classrooms per grade and moved reading intervention (RM #22) to RM#10 and OT/PT (RM #5 and #6) to RM#11 in the portables. Their two small spaces became additional special education services (RM#22, RM# 23, and RM# 24) and the math specialist room (RM #7)for teaching accelerated math

2021-2022:

Currently, we use all of the spaces. We eliminated the computer lab in RM #4 to become a grade 4 classroom this year.

RMMS Additional Information:

If we were to use the state maximum using our current population this is what we would have:

K - 81 students (5 sections down to 4) state maximum 25

RM#1 - 21

RM#2 - 20

RM#3 - 20

RM#4 - 20

Grade 1 - 81 students (5 sections to 4) state maximum 25

RM#5 - 21 - currently a grade K space

RM#6 - 20

RM#7 - 20

RM#8 - 20

Grade 2 - 82 students (4 sections) state maximum 25

RM# 16 - 21

RM#17 - 21

RM#25 - 20

RM#27 -20

Grade 3 - 84 students (3 sections) state maximum 30

RM#28 - 28

RM#29 - 28

RM#30 - 28

By moving to maximum class size according to Ed 306.12, we would then have the following spaces available:

RM#10 -current grade 1 class (25 available spots)

RM#11 - current grade 1 class (25 available spots)

RM#15 - current library and reading (split into two classroom, for a total of 50 spots)

RM#24 - computer lab/math (25 available spots)

RM#31 - current grade 3 class (30 available spots)

RM#39 - current music class, go to a cart (25 available spots)

RM #40 - current art class, go to a cart (25 available spots)

By using all of these classroom spaces listed above according to the state class size maximum, our capacity would be 620 occupants.

RM#33,34,35,36 are under the minimum 900 square feet required for elementary school classrooms. These spaces would continue to be used for PreK and Sped.

Our gym maximum capacity is 590 occupants without tables and chairs and 277 occupants with tables and chairs

September 16, 2021

Maximum Enrollment numbers - CSDA

If we were to use the state maximum using our current population this is what we would have:

4 - 87 students (5 sections down to 3) state maximum 30

RM#14 - 29

RM#15 - 29

RM#16 - 29

Grade 5 - 83 students (4 sections to 3) state maximum 30

RM#18 - 28

RM#19 - 28

RM#20 - 27

Grade 6 - 84 students (4 sections to 3) state maximum 30

RM#8 - 28

RM#9 - 28

RM#12 - 28

Portable classrooms:

RM#10 current MTSS reading and math intervention services across grade levels and the Special Education Reading teacher

RM#11 current OT/PT - space required for therapy services

By moving to maximum class size according to Ed 306.12, we would then have the following spaces available:

RM#2 - current library, goes to a cart (30 available spots)

RM#4 - current grade 4 class (30 available spots)

RM#17 - current grade 4 class (30 available spots)

RM#21 - current grade 5 class (30 available spots)

RM#13 - current grade 6 class (30 available spots)

RM#25 - current music class goes to a cart (30 available spots)

RM#26 - current art class goes to a cart (30 available spots)

By using all of these classroom spaces listed above according to the state class size maximum, our capacity would be 620 occupants.

RM#22, 23, 24, 5, 6, 7 are under the minimum 900 square feet required for elementary school classrooms. These spaces would continue to be used for Special Education, Speech, Guidance, School Psychology, and Math Enrichment.

Our gym maximum capacity is 492 (542 including 50 employees) occupants.

Brookline School Board
Joint Meeting with the Brookline Finance Committee

Wednesday, December 15, 2021
Captain Samuel Douglass Academy
6:00 PM

All Times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:05 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 6:30 Agenda adjustments
- 6:35 Correspondence/Resignations/Nominations
 - Superintendent's update regarding COVID
- 6:45 Approval of Minutes – November, 2021
- 6:50 Public Input
- 7:05 Principal's report
- 7:20 Discussion
 - Fiscal Year 2023 budget discussion
 - Facilities Committee – Renovations plan
 - CIP facilities plan
- 8:30 **Deliberations**
 - To see what action the Board will take regarding policy KEB: Public Complaints About School Personnel – 3rd Reading and adopt
 - To see what action the Board will take regarding DAF: Administration of Federal Grant Funds – 3rd Reading and adopt
 - To see what action the Board will take regarding policy ADB/GBEC Drug Free Workplace and Drug Free School Zone – 3rd Reading and adopt
 - To see what action the Board will take regarding the acceptance of the E-Rate funding grant to purchase technology for the Brookline District
- 8:30 Motion to adjourn

BROOKLINE FACILITY IMPROVEMENT PLAN

As of 12/07/21

Projects	School	2022	2023	2024	2025	2026	2027
Exterior Door Repairs	CSDA	\$3,000	\$6,700				
Boiler Replacement	RMMS			\$8,700			
Boiler Replacement	CSDA				\$400,000		
DDC Controls					\$234,910		
DDC Controls					\$234,910		
Cafeteria Tables-Phases	RMMS		\$8,000	\$8,000	\$8,000	\$8,000	\$6,000
Window Repairs	CSDA	\$5,000	\$5,000				
Gutter/Storm Drains	RMMS		\$3,600				
Elevator	RMMS			\$200,000			
HVAC Controller Replacement	CSDA	\$22,178					
Exit Door Ramps	RMMS	\$8,000					
Hallway Ramp Tile Rplcmnt	CSDA	\$2,500					
Gym Inspections	CSDA		\$3,000				
Gym Inspections	RMMS		\$3,000				
Playground Mulch Rplcmnt	RMMS		\$3,200				
Snowblower Replacement	CSDA		\$3,000				
Push-Bar Rplcmnt-Phases	RMMS		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Phone System Rplcmnt	RMMS			\$20,000			
A/C System-EOL	CSDA			\$45,000			
Main Lobby Window Frame	CSDA			\$3,900			
Milford Street Vestibule-Study	CSDA				\$2,000	\$30,000	\$30,000
Main Office Flooring	CSDA			\$10,000			
Clssrm Flooring (6)	RMMS	\$22,723	\$17,000	\$15,000	\$10,000	\$10,000	\$10,000
Flooring	CSDA		\$17,000	\$17,000			
Gym Floor Tarps	CSDA			\$6,000			
Portable Skirting Replacement	CSDA			\$3,500			
Exterior Lighting	CSDA		\$8,000				
Fire Alarms	RMMS			\$10,000			
Air Handler Units	RMMS			\$22,000	\$22,000		
HVAC Fans	RMMS			\$7,500			
Bookcase/Rplcmnt	RMMS			\$2,500	\$2,500	\$2,500	\$2,500
Sanitary Sewer Upgrade	RMMS			\$2,000	\$20,000		
Hllwy Flooring-Milford St.	RMMS			\$16,500			
Parking Lot Reseal	RMMS		\$20,500				
Parking Lot Reseal	CSDA		\$20,000				
HVAC Heating Pipe Valves	RMMS			\$7,000			
Trim Work	RMMS		\$8,000				
Counterops-K/Gr 1	RMMS			\$7,000			
Gym Lights	CSDA			\$10,000	\$10,000	\$10,000	\$10,000
Kiln Rplcmnt	RMMS					\$10,000	\$10,000
Energy Study	RMMS/CSDA	\$30,000					
Playground Upgrade	CSDA			\$50,000			
Bathroom Renovations	RMMS		\$50,000	\$97,000	\$35,000		
Roof-Kitchen/Gym	RMMS			\$55,000			
Basement to Conf Rm	RMMS					\$22,000	\$22,000
Nurse/Office/Teacher Rm	RMMS			\$3,000	\$45,000		

Projects	School	2022	2023	2024	2025	2026	2027
LED Lights	RMMS			\$50,000	\$50,000	\$50,000	\$50,000
LED Lights	CSDA			\$50,000	\$50,000	\$50,000	
Fire Panel	CSDA			\$70,000			
Roof-Gr 2&3 (23,25,27,29,31)	RMMS				\$50,000		
Fire Panel	RMMS				\$70,000		
Roof-Gr 2&3/Pre-K (24,26,28,30)	RMMS					\$50,000	
		\$93,401	\$181,000	\$801,600	\$1,249,320	\$247,500	\$145,500

Option A Full Project

ECM #	ECM Description	Cost for Installed	Energy Savings \$	Potential Rebates	Estimated 18 year lease
RICHA RD MAGHAKIAN MEMORIAL SCHOOL					
1	LED Lighting	\$ 155,610.00	\$ 12,500.00	\$ 35,000.00	
2	DDC Controls	\$ 234,910.00	\$ 5,500.00	\$ 34,000.00	
3	Central Energy Recovery System	\$ 2,300,000.00	\$ 8,000.00	\$ 35,000.00	
5	Central Boiler System - LP	\$ 665,000.00	\$ 9,500.00	\$ 32,000.00	
6	Solar	\$ 225,000.00	\$ 11,500.00		
7	Lower Level Renovation	\$ 1,523,375.00			
8	Admin Reno	\$ 329,000.00			
9	5 Classroom Addition	\$ 2,555,000.00			
10	Cafeteria/Kitchen Addition	\$ 1,942,500.00			
11	Reception Addition	\$ 244,300.00			
12	Elevator	\$ 200,000.00			
13	New Ceilings (Upper Level)	\$ 200,000.00			
14	Sprinkler/Fire Alarm	\$ 550,000.00			
15	Electrical Upgrade	\$ 250,000.00			
	Option 1 (Full Project)	\$ 11,374,695.00	\$ 47,000.00	\$ 136,000.00	\$ 802,688.00
	Option 2 (Ventilation and Energy Project 1-6)	\$ 3,580,520.00	\$ 47,000.00	\$ 136,000.00	\$ 252,000.00
	Option 3 (Energy and Renovations 1-8)	\$ 5,432,895.00	\$ 47,000.00	\$ 136,000.00	\$ 383,000.00
ECM #	ECM Description	Cost for Installed	Energy Savings \$	Potential Rebates	
CAPTAIN SAMUEL DOUGLAS ACADEMY					
1	LED Lighting	\$ 134,850.00	\$ 12,500.00	\$ 35,000.00	
2	DDC Controls	\$ 234,910.00	\$ 5,500.00	\$ 15,000.00	
3	Classroom ERVS with Dehumidification	\$ 1,450,000.00	\$ 8,000.00	\$ 35,000.00	
4	Gym ERV with Dehumidification	\$ 294,000.00		\$ 10,000.00	
5	Central Boiler System LP	\$ 400,000.00	\$ 12,000.00	\$ 40,000.00	
7	Solar	\$ 225,000.00	\$ 11,500.00		
8	Interior Renovation and Classroom Addition	\$ 2,362,500.00			
9	Sprinkler/Fire Alarm	\$ 550,000.00			
	Option 1 (Full Project)	\$ 5,651,260.00	\$ 49,500.00	\$ 135,000.00	\$ 398,797.47
	GRAND TOTALS	\$ 17,025,955.00	\$ 96,500.00	\$ 271,000.00	\$ 1,201,485.65

Option B Energy and Lower Level

ECM #	ECM Description	Cost for Installed	Energy Savings \$	Potential Rebates
RICHARD MAGHAKIAN MEMORIAL SCHOOL				
1	LED Lighting	\$ 155,610.00	\$ 12,500.00	\$ 35,000.00
2	DDC Controls	\$ 234,910.00	\$ 5,500.00	\$ 34,000.00
3	Central Energy Recovery System			
5	Central Boiler System - LP	\$ 665,000.00	\$ 9,500.00	\$ 32,000.00
6	Solar			
7	Lower Level Renovation	\$ 1,523,375.00		
8	Admin Reno			
9	5 Classroom Addition			
10	Cafeteria/Kitchen Addition			
11	Reception Addition	\$ 244,300.00		
12	Elevator	\$ 200,000.00		
13	New Ceilings (Upper Level)			
14	Sprinkler/Fire Alarm			
15	Electrical Upgrade			
	Option 1 (Full Project)	\$ 3,023,195.00	\$ 27,500.00	\$ 101,000.00
ECM #	ECM Description	Cost for Installed	Energy Savings \$	Potential Rebates
CAPTAIN SAMUEL DOUGLAS ACADEMY				
1	LED Lighting	\$ 134,850.00	\$ 12,500.00	\$ 35,000.00
2	DDC Controls	\$ 234,910.00	\$ 5,500.00	\$ 15,000.00
3	Classroom ERVS with Dehumidification			
4	Gym ERV with Dehumidification			
5	Central Boiler System LP	\$ 400,000.00	\$ 12,000.00	\$ 40,000.00
7	Solar			
8	Interior Renovation and 2 Classroom Addition			
9	Sprinkler/Fire Alarm			
	Option 1 (Full Project)	\$ 769,760.00	\$ 30,000.00	\$ 90,000.00
	GRAND TOTALS	\$ 3,792,955.00	\$ 57,500.00	\$ 191,000.00

Option C Ventilation RMMS

ECM #	ECM Description	Cost for Installed	Energy Savings \$	Potential Rebates	Estimated 18 year lease
RICHARD MAGHAKIAN MEMORIAL SCHOOL					
1	LED Lighting	\$ 155,610.00	\$ 12,500.00	\$ 35,000.00	
2	DDC Controls	\$ 234,910.00	\$ 5,500.00	\$ 34,000.00	
3	Central Energy Recovery System	\$ 2,300,000.00	\$ 8,000.00	\$ 35,000.00	
5	Central Boiler System - LP	\$ 665,000.00	\$ 9,500.00	\$ 32,000.00	
6	Solar				
7	Lower Level Renovation				
8	Admin Reno				
9	5 Classroom Addition				
10	Cafeteria/Kitchen Addition				
11	Reception Addition				
12	Elevator				
13	New Ceilings (Upper Level)				
14	Sprinkler/Fire Alarm				
15	Electrical Upgrade				
	Option 1 (Full Project)	\$ 3,355,520.00	\$ 35,500.00	\$ 136,000.00	\$236,791.95
CAPTAIN SAMUEL DOUGLAS ACADEMY					
1	LED Lighting	\$ 134,850.00	\$ 12,500.00	\$ 35,000.00	
2	DDC Controls	\$ 234,910.00	\$ 5,500.00	\$ 15,000.00	
3	Classroom ERV's with Dehumidification				
4	Gym ERV with Dehumidification				
5	Central Boiler System LP	\$ 400,000.00	\$ 12,000.00	\$ 40,000.00	
7	Solar				
8	Interior Renovation and 2 Classroom Addition				
9	Sprinkler/Fire Alarm				
	Option 1 (Full Project)	\$ 769,760.00	\$ 30,000.00	\$ 90,000.00	\$ 236,791.95
	GRAND TOTALS	\$ 4,125,280.00	\$ 65,500.00	\$ 226,000.00	\$ 291,112.29

BROOKLINE SCHOOL DISTRICT
ANNUAL MEETING
FIRST SESSION (DELIBERATIVE)
FEBRUARY 7, 2022
MEETING MINUTES

The First Session (Deliberative) of the Annual Meeting of the Brookline School District was conducted on Monday, February 7, 2022 at 6:30 p.m. at the Captain Samuel Douglass Academy.

Moderator Peter Webb presided.

Members of the School Board Present: Kenneth Haag, Chairman
Erin Sarris, Vice Chairman
Karen Jew, Secretary
Rebecca Howie
Alison Marsano

Members of the School Board Absent:

Also in Attendance: Andrew Corey, Superintendent
Gina Bergskaug, Asst. Superintendent of Curriculum and Instruction
Brian Rater, Chairman, Brookline Finance Committee
Adam Goff, Brookline Finance Committee
Cindy LaCroix, Brookline Finance Committee
James O'Shaughnessy, Esq., School District Attorney

Moderator Webb led in the Pledge of Allegiance.

Members of the School Board and Administration were introduced.

This is an SB2 meeting under RSA 40:13 also known as the Official Ballot Referendum System. The School Board has created a Warrant having 12 Articles. Under SB2, the Warrant is effectively the Ballot. Before the voters was the opportunity to discuss each of the Warrant Articles and to consider any amendments. Although the Ballot could be changed, it could not be approved until before the voters on Tuesday, March 8, 2022.

Members of the Administration are not members of the Town, and, therefore, technically not permitted to participate. However, given what they could add to the discussion, the Moderator requested anyone objecting to allowing them to speak make that objection known. No objections were stated.

Article 1

Election of Officers. To elect all necessary School District officers for the ensuing terms by official ballot vote on March 8, 2022, Captain Samuel Douglass Academy, 7:00 a.m. to 7:30 p.m.:

- To choose a Moderator for the ensuing year.
- To choose a Clerk for the ensuing year.
- To choose a Treasurer for the ensuing year.
- To choose two (2) members of the School Board for the ensuing three (3) years.

Article will be placed on the official ballot as written.

Article 2

This article will be null and void if Article 3 passes. **To see if the Brookline School District will vote to raise and appropriate the sum of \$1,500,000 for the purchase and installation of an ADA compliant elevator and related entry-way/security improvements for Richard Maghakian Memorial School as recommended by the Brookline School District Facilities Committee; and to authorize the issuance of \$1,500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes; and to raise and appropriate the sum of \$37,500 for the first year's principal and interest payment from taxation for debt service payments payable on such bonds or notes issued during the 2022-2023 fiscal year (3/5 ballot vote required). The School Board recommends the appropriation 5-0-0. The Finance Committee recommends the appropriation 3-0-0.**

Estimated Tax Impact: \$0.05/\$1,000.

Brittany MacFarland, 16 Pigeon Hill Road

As a parent having a child who is in a wheelchair and has not had access to the bottom floor at the Richard Maghakian Memorial School (RMMS) for the past five years, she believes it important that the Town support this article for future students. For the past five years, her child has had to go outdoors, regardless of the weather, separate from his classmates, who can use the interior stairwells, to get down to the first floor. She believes there to be other ADA compliance issues that should be addressed at the school including the fact that there is no handicap stall in the boys bathroom in the right wing of the school. This is a good start to get the school up to current standards.

Eric Pauer, 12 Westview Road

Questioned the tax impact noting what is shown is the first year's impact. If that represents an interest only payment, the second year cost should be shown, as the impact would be much higher in succeeding years.

MOTION BY ERIC PAUER TO ADD THE SECOND YEAR TAX IMPACT TO THE ARTICLE

The motion did not receive a second.

Mr. Pauer noted the school has been in place since the mid '60s and has not had an elevator. He questioned the need that is driving this at this time.

Superintendent Corey clarified the contingency article being discussed is a bond article request for the minimal needs to address ADA compliance. The fact that we have not had an elevator has limited the use of the square footage on the bottom floor. As a parent noted, their child has had to go outdoors to access that space. There is the need to upgrade the school to meet ADA compliance. We continue to see students come to the district with a variety of needs, and it is our obligation to meet those needs. This would open up a wealth of square footage and provide ADA compliance so a student who happens to be in a wheelchair or have another difficulty can access the entire building during their educational career and not be limited to select locations.

No further discussion was offered on Article 2.

Article will be placed on the official ballot as written.

Article 3

To see if the Brookline School District will vote to authorize the School Board to enter into a 18-year lease purchase agreement for **\$2,485,280** to finance the acquisition and installation of energy conservation equipment and related energy, ADA and security improvements at Richard Maghakian Memorial School and Captain Samuel Douglass Academy as recommended by the Brookline School District Facilities Committee; and to raise and appropriate the sum of **\$177,500** for payments due under the lease purchase agreement during the 2022-2023 fiscal year. This lease purchase agreement will contain an escape (non-appropriation) clause. Article 2 will be null and void if this Article passes. (Majority vote required.). **The School Board recommends the appropriation 5-0-0. The Finance Committee recommends the appropriation 1-2-0.**

Estimated Net Tax Impact - \$0.25/\$1,000

Superintendent Corey provided an overview of the Article:

The lease would cover the cost of the following items: at RMMS, lighting would be changed to LED lighting, efficiency controls for boilers, the elevator, lower level renovations, a new security office so that there would be a presence to greet and log in visitors, and ventilation. The current library on the first floor would become two classrooms (meeting state standards for classrooms). The new library would be located on the ground floor.

At the Captain Samuel Douglass Academy (CSDA), addressed would be the cost for LED lighting, efficiency control just to the boiler, and a new central boiler. The existing boiler system is at end of useful life.

The total cost is \$2,485,280. Were this article to fail, the contingency article (Article 2) would come into play.

Brian Rater, Chairman, Brookline Finance Committee

Wished to clarify; the Finance Committee does not recommend this warrant article on a vote of 1-2-0.

Moderator Webb noted throughout the articles, the wording “recommends” is used.

Eric Pauer, 12 Westview Road

Questioned why there is a lease purchase agreement on this article where the previous one was a bond request. If having a lease of HVAC equipment, LED lighting, an elevator, how can you have an escape clause? As things are installed or replace other equipment, it is not something that can be returned. What is the practicality of an escape clause, and why do that versus a bond?

Superintendent Corey responded bond/lease council has stated the escape clause is required to be in a lease. Article 2 is more brick and mortar (building renovations), and the majority of the article is construction, which lines up better with a bond. The majority of this article is in equipment. Those type of purchases are appropriate for a lease.

Mr. Pauer restated the question of a non-appropriation. If we have installed equipment and it is not appropriated, what is the course of action? He believes the article should be a bond.

Moderator Webb thanked the speaker for his opinion commenting the response was that of a different opinion.

Joseph Hartman, 51 Mountain Road

Questioned if the energy savings identified represent yearly savings.

Superintendent Corey stated the energy savings are yearly amounts. The low number shown as savings for the efficiency controls is representative of the first year when they are installed. The savings would increase in subsequent years after the ventilation systems are updated.

Mr. Hartman questioned the impact of a lease. Superintendent Corey explained “lease” is the borrowing mechanism that would be utilized. There are about \$2.5 million worth of projects some of which will not be able to be accomplished in the ten weeks of summer. By being in a lease you are able to generate some revenue off the money not expended and carry the project for completion in what would likely be two summers for phase I.

Webb Scales, 49 Dupaw Gould Road

Asked for clarification there is no bond in Article 3. Superintendent Corey stated Article 3 is a lease and Article 2, the contingency article, is a bond.

No further discussion was offered on Article 3.

Article will be placed on the official ballot as written.

Article 4

To see if the Brookline School District will vote to approve the cost of items included in a four-year collective bargaining agreement reached between the Brookline School Board and the Brookline Education Support Staff Association for the 2022-2023, 2023-2024, 2024-2025 and 2025-2026 school years, which calls for the following increase in support staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2022-2023	\$58,299
2023-2024	\$58,520
2024-2025	\$38,616
2025-2026	\$46,043
Total: \$201,478	

and further to raise and appropriate a sum of **\$58,299** for the first fiscal year (2022- 2023 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

Estimated Net Tax Impact - \$0.08/\$1,000

Moderator Webb noted State Statute: “No cost agreed to by the public employer and the employee organization shall be modified by the Legislative Body of such public employer.”

Eric Pauer, 12 Westview Road

Stated his belief this is the first time we have seen a sanbornized contract of more than 3 years. He questioned why it was believed appropriate to do for 4 years.

Superintendent Corey stated the district is currently finishing a four-year sanbornized contract with this same union. Four years with the Brookline Education Support Staff Association, which represents the secretaries, paraprofessionals, and custodians, has been the norm since his time in the SAU.

Mr. Pauer noted the contract is an expensive one in terms of percentages. There will be 4-5% increases in general and if looking at what the net impact would be over 4 years, there will be some employees who receive over a 40% increase. Many will get more than a 30% raise and nearly all at least a 20% increase over the four-year period. He is concerned about the expense to the taxpayers for these very large, guaranteed increases that are being locked in this year for 4 years.

The salary table shows the increases. The estimate in this article is low as it assumes the New Hampshire Retirement System does not increase after two years, which is likely an inaccurate assumption. You cannot make a real assumption, but it has been going up exponentially.

Erin Sarris, Vice Chairman, Brookline School Board

Spoke of the employees represented in this bargaining unit. She spoke of the work, particularly over the past few years, required of the custodians. Paraprofessionals are individuals we struggle to employ. There are continual vacancies in this area of critical need. Anything that is indicating less of a value than what they represent would not be responsible on our part in terms of negotiating their contract.

Eric Pauer, 12 Westview Road

Pointed out the increases per year are shown, but those accumulate. You are looking at this driving up the operating budget, in the end, by over \$200,000. If you approve this, you are spending over half a million dollars over the next four years. You have to take year one; you pay that for year one and in year two you pay years 1 and 2, in year three, years 1, 2,3, etc. He urged residents to vote no on this article and seek a more competitive contract for support staff.

Jessica Hartman, 51 Mountain Road

Has had the pleasure of substituting in the schools during COVID and understands these are the hardest working people in our building. We have lost one of the best this year on the custodial staff. She is uncertain if the position has been filled as it is very difficult to find replacements at the current rate of pay. We all know that the first step to keeping our children healthy is keeping our buildings clean. The paraprofessionals are working so hard, and there are not enough of them. She requested the taxpayers support those represented by this contract who have worked tirelessly particularly over these past few years.

Joseph Hartman, 51 Mountain Road

Questioned the wage table that was discussed and was told it could be made available if requested.

He questioned whether the district is competitive, even with Dunkin Donuts. Everywhere he goes he sees help wanted at \$15/hour. If we cannot fill the positions because of the salary, we will lose out to many places.

Superintendent Corey stated there was a retirement, and it took approximately 2 to 2½ months to find a replacement. Across the SAU we are down 4 custodians and actively hiring. Many of the wages for our custodians and paraprofessionals are equaled by retail environments that have a little less stress than some of our environments, especially during COVID. This brings us up to what we believe is competitive between the surrounding districts as well as those retail stores that we compete against.

Alison Marsano, School Board Member

To Mr. Hartman's point, we were not competitive. You could go to Target and get a better paying job with better hours and a discount.

Your taxes will go up, and these are your friends and neighbors, and they work hard. No they do not get benefits. That is not even part of it. We brought them up. Does she think they deserve a 20, 30 or 40% increase; yes, she thought they deserved more. This is a very small beginning for them. It is the bare minimum that we can do for them.

Brittany MacFarland, 16 Pigeon Hill Road

Agreed with the statements made by the previous speaker. However, we also have an obligation, as a school district, to provide paraprofessionals to children with IEPs and 504s. If not able to meet those needs, there could be legal repercussions that are much greater than the \$200,000 in staff increases over the next few years.

There are many people who have considered looking at paraprofessional positions and been offered them in Town that ended up working at the daycares in Town because they get better pay. These people work very hard and must possess specialized skills, especially when working with children with physical disabilities, etc. It is important to know they are following very strict guidelines and are trained for the position they have. They are providing a pivotal role for children to access their education.

Eric Pauer, 12 Westview Road

Referenced the salary table and questioned if there is a new category (8). Assistant Superintendent Bergskaug responded in between the prior contract and this one was a sidebar agreement when maintenance personnel was brought on. There was a shift in the salary table that was part of the sidebar agreement.

Mr. Pauer questioned who falls in the category 8 and was told those who were in category 7 previously have moved to category 8 and the maintenance to 7, which is the addition.

Mr. Pauer commented previously there were no steps 8-12 in categories 1-3. Those were empty and are now populated. He questioned if step increases are being given in categories 1-3 (above step 7) and was told that is the case. There are additional step increases so they do not move off the table as quickly; once again, as a method to stay competitive.

Mr. Pauer remarked if someone were already at step 7 and had been there for a few years, would they move to step 8 or jump up to 10, etc., and was told they would move to step 10.

Mr. Pauer commented those individuals will gain even larger increases than he was expecting. There is a lot in here that is increasing pay.

Dana Ketchen, 59 Russell Hill Road

Stated the desire for the article to identify the increases year over year so that the actual total increase could be seen, e.g., if adding the year 1 increase to the year 2 increase it would be \$116,819. The increase over four years is not truly the \$201,478. She questioned how that could be corrected.

Superintendent Corey stated this has been discussed in the past. The way the article is written is a requirement of the Department of Revenue Administration.

Jennifer Morrissey, 25 Laurel Crest Drive

Questioned the number of employees in this bargaining unit and was told there are approx. 30. Ms. Morrissey remarked \$58,299 across 30 staff members is not a lot of money. If you are making \$10/hour and get a \$2/hour raise it represents 20%. It is not a lot.

No further discussion was offered on Article 4.

Article will be placed on the official ballot as written.

Article 5

To see if the Brookline School District will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$10,429,549**. Should this article be defeated, the default budget shall be **\$10,397,099** which is the same as last year, with certain adjustments required by previous action of the school district or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Majority vote required to pass. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

Estimated Net Tax Impact - \$9.49/\$1,000

Superintendent Corey stated the changes result in an increase of \$403,772 or 4.0%.

He noted increases in the areas of academics (\$2,500), regular education personnel (\$51,074), special education personnel (\$40,400), copier replacement (\$5,000), shared services/software (\$12,146), and facilities/safety (\$20,200) for a total cost of new items of \$131,320.

Major changes include teacher salaries (reduction of \$61,656), retirement benefit (reduction of \$67,805); no retirements this year, contingency (reduction of \$40,000); article was replaced last year by the retained fund balance, special education contracted services/transportation/materials cost (increase of \$528,790; legally mandated), special education new position (increase of \$40,400), and discretionary/other (increase of \$4,043).

Should the proposed budget fail to pass and the default budget go in place, the total would be \$10,397,099, which represents the FY22 operating budget (\$10,025,776) plus required by law or contractual increases (\$479,079) and reduced by one-time FY22 expenses (\$107,757).

The brunt of the budget is funding special education needs. This budget will allow the district to move forward on behalf of all students and continue to make the progress we have seen over the past several years.

Webb Scales, 49 Dupaw Gould Road

Suggested the need for a comma to be included in the language as it goes from addressing the default budget straight into discussion of a special meeting. He requested a comma, semicolon or some sort of separator between the language regarding the default budget and special meeting.

James O'Shaughnessy, Esq., School District Attorney, stated there should be a semicolon following the word "law".

MOTION BY WEBB SCALES TO AMEND THE LANGUAGE BY INSERTING A SEMICOLON FOLLOWING "LAW"
MOTION SECONDED
MOTION CARRIED

Eric Pauer, 12 Westview Road

Stated concern with the budget, as a whole. If looking at the tax impact and revenues, it is a 9.7% increase. This article is the largest driver of that. We will see our tax rate go up by nearly 10%. We do have a tax cap in the Brookline School District of 8%. We overrode it last year and are coming close to overriding it here again. We should be able to stay within the 8% increase, but we have not.

MOTION BY ERIC PAUER TO AMEND BY REDUCING THE TOTAL OPERATING BUDGET TO NINE MILLION EIGHT HUNDRED SIXTY SEVEN THOUSAND NINETY SEVEN DOLLARS (\$9,867,097)
MOTION SECONDED

ON THE QUESTION

Mr. Pauer stated the number to be that of the pre-tax cap budget we had last year. It is a reduction of about \$562,000 from what is being proposed this year. It is a minor decrease but makes a big difference in the tax impact. The Brookline School District makes up almost 40% of our taxes.

Joseph Hartman, 51 Mountain Road

Questioned if the number would replace the \$10,429,549 and was told that is the intent. He remarked, should the article be amended and then defeated, the default budget of \$10,397,099 would be what is in place.

Ken Haag, Chairman, Brookline School Board

The budget this year has been difficult. It is important to note that from a special education standpoint, we saw an increase of \$569,000 this year. That \$569,000 is mandated and necessary. By lowering this by \$500,000 you essentially take a million dollars from last year's budget to this year with that line of thinking. He encouraged voters to think about that.

Because we identified this as a difficult budget year and with all of the things we have included, the School Board came together for a special meeting to remove \$176,000 from the original budget proposal reached out of concern for the increase.

The motion on the floor would be detrimental to the school system, and he is strongly opposed to it.

MOTION FAILED

No further discussion was offered on Article 5.

Article will be placed on the official ballot as amended by inserting a semicolon following "law".

Article 6

To see if the school district will vote to raise and appropriate a sum of up to **\$25,000** to be added to the previously established SPECIAL EDUCATION EXPENDABLE TRUST FUND, this sum to come from the June 30 unassigned fund balance available for transfer on July 1, 2022. No amount to be raised from taxation. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

Estimated Net Tax Impact - \$0.04/\$1,000

Webb Scales, 49 Dupaw Gould Road

He is generally in favor of the article; however, the phrase "No amount to be raised from taxation" while technically true, is a bait and switch. This is money that would be returned to the tax base (and used to offset the amount that must be raised through taxes) were the article not approved. He questioned if the statement is required and was informed it is.

No further discussion was offered on Article 6.

Article will be placed on the official ballot as written.

Article 7

To see if the school district will vote to raise and appropriate a sum of up to **\$75,000** to be added to the previously established SCHOOL FACILITIES MAINTENANCE EXPENDABLE TRUST FUND, this sum to come from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2022. No amount to be raised from taxation. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

Estimated Net Tax Impact - \$0.11/\$1,000

MOTION BY ERIC PAUER TO AMEND BY REDUCING THE AMOUNT TO FIFTY THOUSAND DOLLARS (\$50,000)

The motion did not receive a second.

No further discussion was offered on Article 7.

Article will be placed on the official ballot as written.

Article 8 – SAU Budget

Shall the voters of the Brookline School District adopt a school administrative unit budget of \$2,107,176 for the forthcoming fiscal year in which **\$407,208** is assigned to the school budget of this school district? This year's adjusted budget of \$2,018,210 with \$389,983 assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

Estimated Net Tax Impact - \$.58/\$1,000

Moderator Webb noted, per State Statute, the number is not permitted to be changed.

Eric Pauer, 12 Westview Road

Stated the SAU budget continues to increase rapidly. It had a large increase last year. We have crossed over the \$2 million dollar mark. He is concerned with the cost to the taxpayers. There is the need to look at why we have to have such a large SAU. We have declining enrollment, but this budget continues to increase. An 18% increase in two years is excessive for administrative oversight of our three school districts.

No further discussion was offered on Article 8.

Article will be placed on the official ballot as written.

Article 9 (By Petition)

“Shall the Brookline School District direct the Brookline School Board to adopt and implement a policy to ensure that each textbook or other assigned book used in the Brookline School District as well as a copy of all professional training materials provided to teachers, administrators, and staff of the district paid with school district funds be made available to the public at the Brookline Public Library in hard copy or electronic form organized by grade and teacher.” **The School Board recommends this article 0-5-0.**

Brian Rater, Chairman, Brookline Finance Committee

Questioned if the language “The School Board recommends this article 0-5-0” could be amended to accurately reflect that the Board “does not” recommend the article.

James O'Shaughnessy, Esq.

Stated the way the motion was put before the Board was, does the Board recommend. If the vote was 0-5-0 the wording should state, the Board voted 0-5-0 to recommend. It is technically correct.

Brian Rater, Chairman, Brookline Finance Committee

Remarked these votes have been changed to say "does not recommend" for all of the warrant articles in the past several years.

Webb Scales, 49 Dupaw Gould Road

Suggested, when votes are unanimous, that the language read either "The School Board unanimously recommends" or "does not recommend"

Tom Solon, 2 Shady Rock Road

Noted, on the COOP warrant articles, the same situation will be stating the school board does not recommend this article 0-5-0. They are going to use the phrasing that is being suggested, on the COOP ballots.

Brian Rater, Chairman, Brookline Finance Committee

Noted there was one article that appeared earlier on the warrant where the Finance Committee voted against, but it was not a unanimous vote. He would like that to be clarified as well. He questioned if that could simply be done or if a motion were needed for all.

Moderator Webb stated the desire to address this article and leave the broader discussion for another day.

Assistant Superintendent Bergskaug stated the Board is required to make a motion in the affirmative. The vote is 0-5-0. To change the wording would not legally represent the action taken.

Tom Solon, 2 Shady Rock Road

In the past, how we have resolved this is by acknowledging that the motion was made in the meeting to recommend. If it failed, however, the reporting did not have to abide by that confusing logic. The description at the bottom is not a statement of the motion. The note at the bottom was intended to be a statement of the outcome, and the outcome was that the Board did not recommend. He does see that there is anything that has been historically acknowledged that requires it to be this way. It is correct that the origin of it was the motion made in the affirmative and that is why the statement has sometimes mirrored that.

Jennifer Morrissey, 25 Laurel Crest Drive

Suggested it would be simple to provide a table explaining the meaning of the vote.

Questioned the problem that is looking to be solved with the petition warrant article.

Erin Sarris, Vice Chairman, Brookline School Board

Stated the article was put forward by members of the public. The School Board cannot interpret the intent.

Jennifer Morrissey, 25 Laurel Crest Drive

Spoke of her perception it is looking to solve a problem that does not exist. If there are people that want to understand what is being taught in the schools, there are multiple opportunities to do that. The schools host open nights where curriculum is reviewed, teachers specifically review what books and topics will be covered, and there are parent/teacher conferences throughout the year, projects and curricular is published on the teacher sites. She does not know what problem would be solved.

Ms. Morrissey commented we just spent a great deal of time tearing apart costs and expenditures on a bunch of different things. She asked who would be responsible for the work required to comply with this petition warrant article, and what the cost would be. If we are going to identify every aspect of the cost of every other article, it should be done here too.

Webb Scales, 49 Dupaw Gould Road

Stated the suggestion to be a good one in regard to identifying the positions of the School Board and Finance Committee. He suggested expanding it from straight numbers to zero in favor, five against, and zero abstained.

MOTION BY WEBB SCALES TO AMEND THE LANGUAGE BY REPLACING “0-5-0” WITH “0 IN FAVOR, 5 OPPOSED, 0 ABSTENTIONS”
MOTION WITHDRAWN

Jennifer Morrissey, 25 Laurel Crest Drive

Questioned if the language could state “The School Board voted on a recommendation to recommend 0-5-0.”

Moderator Webb stated his impression the School Board and counsel are of the opinion this is the way it should be. His belief is that the Legislative Body has the right to change that. Legal counsel has suggested he may be mistaken.

Superintendent Corey noted legal counsel has indicated the suggestion made through the motion to replace the “0-5-0” with “0 in favor, 5 opposed, 0 abstentions” is acceptable.

Webb Scales, 49 Dupaw Gould Road

Noted another question raised was if the word “recommends” could be removed.

Moderator Webb responded, in his humble opinion, the Legislative Body can.

Dana Ketchen, 59 Russell Hill Road

Recollects that historically the language would read “The School Board does not recommend this article 0-5-0.”.

MOTION BY DANA KETCHEN TO AMEND THE LANGUAGE IN THE FINAL SENTENCE TO READ “THE SCHOOL BOARD DOES NOT RECOMMEND THIS ARTICLE 0-5-0.”

MOTION SECONDED

MOTION WITHDRAWN

ON THE QUESTION

James O’Shaughnessy, Esq.,

Stated the Statute requires that it contain a notation whether or not the Board recommends the article. It does not tell you exactly what it has to say. One of the solutions is to say the School Board voted not to recommend this article and then it can say 0 in favor, 5 against, and 0 abstaining. For the ones where they vote in favor it can say the School Board voted to recommend this article; 5 in favor, 0 against. The School Board, in his opinion, can do that without the Legislative Body amending anything. He does not think the Legislative Body should be amending this because it can amend the article, but the Board really has an obligation to put its notation separate and apart from what you do tonight. He suggested to the Moderator that a vote today be made to support that action so the Board can do it and they know that they have your blessing.

MOTION BY WEBB SCALES THAT THE SENSE OF THE MEETING IS THAT THE SCHOOL BOARD SHOULD MODIFY THE NOTATION OF ITS RECOMMENDATION NEXT TO EACH WARRANT ARTICLE

MOTION SECONDED

MOTION CARRIED

Webb Scales, 49 Dupaw Gould Road

Stated his opinion he does not believe the Legislative Body has the power to dictate to the Board to adopt policy. He does not believe they can require the Board to adopt policy. He asked for clarification.

Superintendent Corey stated the article would be advisory.

MOTION BY WEBB SCALES TO AMEND THE ARTICLE TO INCLUDE, THE LANGUAGE “THIS ARTICLE IS ADVISORY AND NONBINDING ON THE BOARD”

Kelly Zakar, 5 Cider Mill Road

Appreciates the suggested amendment and questioned whether it would go at the beginning or the end of the article and was informed it would come at the end.

AMENDED MOTION BY WEBB SCALES TO AMEND THE ARTICLE BY INSERTING “THIS ARTICLE IS ADVISORY AND NONBINDING ON THE BOARD” PRIOR TO THE SCHOOL BOARD’S RECOMMENDATION

MOTION SECONDED

ON THE QUESTION

Eric Pauer, 12 Westview Road

The contention that this would be advisory is a subject of debate up in Concord. There has been some discussion with the Attorney General's Office, State Senators and Representatives. To make the blanket assumption that this would be advisory is still a matter to be decided probably in the courts. It is still unknown if a duly passed warrant article is binding on the school board. That is still a little bit of an open question. There has not been a landmark case on this yet. He suggested leaving the article as it is.

MOTION BY KELLY ZAKAR TO MOVE THE QUESTION MOTION SECONDED

Moderator Webb noted historically those in line to speak when such a motion is made are allowed to provide comment.

Betsy Solon, 2 Shady Rock Road

There is a part of the article that has not been addressed being that all of these textbooks would be stored in the Brookline Public Library. Already much of the collection is stored in an annex. She is uncertain how feasible it would be to pass an article like this. The library has a collection development policy, and there is no guarantee that the textbooks would even fall under that policy and be allowed into the collection. It is advisory. There are a lot of RSAs that would have to be changed in order for this to pass.

MOTION CARRIED

Joseph Hartman, 51 Mountain Road

Is neither for nor against this article. He understands people had some emotions and discussed why this would come up. Going back to whoever wrote this, it is most likely just transparency. The political winds may flow in a different direction, and that might be what drives it, but that happens in both directions. If there were a lot of controversy in the other way of what might be needed to be put in the public schools and the other group that thinks that this is not a problem right now would be pushing for the exact same thing. That is where it comes from. People are looking to get the transparency into the school, to know what is in the school and what is being taught to students, what is going on with teachers, etc. He suggested it be considered from that standpoint.

He questioned if there should be a question mark at the end of the article. Moderator Webb agreed there should.

Erin Sarris, Vice Chairman, Brookline School Board

Stated appreciation for the question about transparency. This was discussed by the Board when making a recommendation. If the spirit behind the article is concern over transparency in the classroom, inappropriate teachings, etc., we have policies to address those concerns. Any parent that has a concern about something that a teacher is doing in a classroom has a process by which they can appeal/point that out. If that is the spirit behind this article, the Board felt as though it was unnecessary as there exist policies to address that.

Brian Rater, Chairman, Brookline Finance Committee

Noted the School Board will go through all of the articles and change the wording of how they recommend. He requested the wording of the Finance Committee recommendations be similarly changed.

No further discussion was offered on Article 9.

Article will be placed on the official ballot as amended.

Article 10 (By Petition)

“Shall the Brookline School District hereby affirm our support for each student’s growth and enrichment? In doing so, we, the Legislative Body, hereby state the following as general principles:

- A. The Brookline School District values all students as individuals and welcomes students of all races.
- B. We affirm that no race or sex is inherently superior or inferior to another race or sex.
- C. No individual or group, by virtue of race or sex is inherently racist, sexist, or oppressive consciously or unconsciously.
- D. No individual or group should be discriminated against or receive preferential treatment based on race or sex.
- E. Each person should be treated and respected as a unique individual, without respect to race, sex, political or religious affiliation.
- F. An individual’s moral character shall not be assumed because of race or sex.
- G. Each individual is responsible for his/her own actions. Assignment of fault, blame, bias or accusation of oppression upon individuals, races or sexes due to actions of others in the present or in the past is unjust.
- H. Virtues such as punctuality, accountability, and hard work are not racist nor were they created by a particular race or sex to oppress another race or sex.
- I. The Brookline schools shall provide equality of opportunity not equality of outcome, to each of our students regardless of race, sex, national origin, religion or disability.

Therefore, WE the Legislative Body of the Brookline School District, with our vote, hereby direct that these principles be incorporated into the relevant policies, resolutions and curricular of our school district.” **The School Board recommends this article 0-5-0.**

Kelly Zakar, 5 Cider Mill Road

Wished to suggest several amendments to the article.

**MOTION BY KELLY ZAKAR TO AMEND ARTICLE 9 UNDER “A” BY REPLACING THE PERIOD AT THE END OF THE SENTENCE WITH “, ETHNICITIES, GENDER IDENTITIES, RELIGIONS, PHYSICAL AND INTELLECTUAL ABILITIES, SOCIOECONOMIC STATUS AND SEXUAL ORIENTATION
MOTION SECONDED**

ON THE QUESTION

Jennifer Morrissey, 25 Laurel Crest Drive

Wished to compare her list; race, ethnicity, skin color, religion, gender orientation, gender identity, national origin, physical mental ability or disability...

Moderator Webb suggested if the two individuals were looking to combine their desires into a motion, they should gather the information and bring it forward.

Brian Rater, Chairman, Brookline Finance Committee

Questioned if a Petition Warrant Article could be amended. Moderator Webb stated that to be the case.

Ken Haag, Chairman, Brookline School Board

There are a lot of policies and procedures on this topic. There was a Diversity, Equity, and Inclusion Committee that worked for the entire year. It is felt we have already settled this, and we are opening up a can of worms unnecessarily. His recommendation would be to move forward. The School Board opposed the article, and has fall back on the policies, procedures, and DEI that is already in place as opposed to creating a new warrant article that we will have to follow on top of everything else.

Kelly Zakar, 5 Cider Mill Road

Was uncertain how to proceed.

Moderator Webb stated the Legislative Body does not have the power to disapprove this. It goes forward on the ballot.

Ken Haag, Chairman, Brookline School Board

Stated his understanding the article would be placed on the ballot. His point was that we get the word out to vote no on this. He is of the opinion adding another layer on top of all of the policies and procedures already in place will be very cumbersome.

Jessica Hartman, 51 Mountain Road

Clarified what was being said is that the Brookline School District does care about diversity and inclusion and already has policies and procedures in place to make sure that we are considering those things with what we are doing within our school district. We already have a process in place to consider diversity and inclusion making this somewhat redundant is what you are saying.

Ken Haag, Chairman, Brookline School Board

Responded that is correct. We have all of this in place. He understands the intent and does not dispute that. If the will of the Legislative Body, we can move forward. He voted against it knowing we have the mechanism in place and that it would add a layer of complexity unnecessarily because of all of the policies and procedures

already in place as well the DEI Committee that has already made their recommendation. In addition, most of this is advisory.

Jessica Hartman, 51 Mountain Road

Thanked Chairman Haag for the clarification. She stated agreement, she would not support the article based on the fact that we are a school district that does care about diversity and inclusion.

MOTION WITHDRAWN

MOTION BY KELLY ZAKAR TO AMEND ARTICLE 9 UNDER “A” BY REPLACING THE PERIOD AT THE END OF THE SENTENCE WITH “, SKIN COLOR, ETHNICITIES, NATION OF ORIGIN, GENDER IDENTITY, RELIGION, PHYSICAL AND INTELLECTUAL ABILITIES, SOCIOECONOMIC STATUS AND SEXUAL ORIENTATION.”

MOTION SECONDED

ON THE QUESTION

Jessica Hartman, 51 Mountain Road

Stated the article will be on the ballot regardless of what action we take tonight. If the amendment passes, she will have further amendments to propose, which may include striking some of the bullets so that when our governmental body goes to the poles on March 8th, they will be voting for an affirmation of the value that we as a school district put on the diversity and differences that exist in our student body and in our community.

Kristen Cospito, 5 Burge Drive

Believes it is a well-intentioned idea. She does not believe wasting a lot of time on a politically motivated recommendation, that really is couched political language made to sound like it is the school board, is doing anyone any good. We have to know what this is and cannot dress it up as something else. It is wasting everyone's time. This is a script that is being passed out, and changing it to be pretty does not do anyone any good.

Eric Pauer, 12 Westview Road

Questioned if a warrant article is changed in a way such as this, would the School Board retake their vote on a recommendation.

Ken Haag, Chairman, Brookline School Board

Responded, if necessary, the Board would take another vote at the conclusion of the hearing.

Erin Sarris, Vice Chairman, Brookline School Board

On principle, the challenge the Board faces with an article like this is we prefer to deliberate on this sort of thing during the course of a Board meeting and could ourselves put an article on the warrant. As a citizens petition, the precedent of giving us something that we look at for the first time that is based on, particularly in this case,

an issue we have been discussing all year, we really want to be able to take the time to have the discussion and see something on the warrant that we have carefully considered and deliberated. This forum is not the optimal time for us to be deliberating that for the first time. The challenge for our vote will be in sticking with that principle we have had with regard to some of these articles.

She appreciates the emotions this article has generated, and the body can do whatever it wants with it, but when the Board deliberates it has its own principles it follows.

MOTION FAILED

Jennifer Morrissey, 25 Laurel Crest Drive

Questioned who the Legislative Body is and was told the public is the governing body. She questioned what it means to be part of the Legislative Body and was told it means you make the laws.

Ms. Morrissey commented it was stated this is advisory in nature. She questioned the difference between making the recommendation as a citizen and as a legislative body. Moderator Webb explained the recommendation has been formally accepted by the majority of the people in the room at the time of the hearing and at that point becomes a decision of everybody because it is a majority decision.

Ms. Morrissey questioned, if by some set of circumstances this passes, things happen. What is the implication? This is a zombie article that has come up more times than she cares to count. She wants to know what happens if it passes.

Moderator Webb stated the Board could explain how it would react to it.

Ms. Morrissey commented the spirit of amending is in a world where potentially something like this passes it passes in the spirit that actually benefits students, teachers, administrators, etc. That is the risk people worry about. On the one hand it feels like a BS article and on the other hand if it passes there are implications. That is what she is worried about and wants to understand.

Superintendent Corey stated were the article to pass, he would bring it back to the then sitting board and they would discuss what they wanted to do. Right now, as legal counsel has stated, it is an advisory article. We hear the contention about the State Legislature. He suggested the issue be followed at the State level as well. If the sitting board were to decide to go forward, we would work with our policies to implement this. If the sitting board were to decide that this is something advisory in nature and wished to remain with existing policies, they could do that. There may be a legal challenge to that, which would be settled in the courts at some point in the future.

MOTION BY WEBB SCALES TO AMEND THE ARTICLE TO INCLUDE, THE LANGUAGE “THIS ARTICLE IS ADVISORY AND NONBINDING ON THE BOARD”

MOTION SECONDED

MOTION CARRIED

Kelly Zakar, 5 Cider Mill Road

Noted the article language is verbatim to House Bill 2. As Mr. Pauer stated there is already a law. We do not need to do it at the town level. She does not understand why the Legislative Body for the Town of Brookline needs to vote to enforce something locally that is already superseded by State law.

She noted in bullet I, it says the Brookline Schools shall provide equality of opportunity. However, some of the same petitioners who signed this document questioned whether or not we needed to have an elevator in RMMS, which directly counters equality of opportunity.

No further discussion was offered on Article 10.

Article will be placed on the official ballot as amended.

Article 11 (By Petition)

“Shall the Brookline School District rescind authorization of RSA 198:4-b II so that the Brookline School District returns 100% of the year-end unassigned general funds to the taxpayers?” **The School Board recommends the appropriation 0-5-0.**

Ken Haag, Chairman, Brookline School Board

Stated the article was personally frustrating to him since the authorization was passed just last year as a Town body, and we are immediately trying to strike it.

From the standpoint of the School Board, they discussed the spirit of the warrant. To him, the spirit of this is transparency around what these funds are utilized for now that we no longer have a contingency fund. The Board discussed implementing a policy for this coming year that requires a public hearing to authorize use of these funds. He can appreciate that being documented and transparent to the community. As far as the article, as it is written, he is very much opposed to it.

Brittany MacFarland, 16 Pigeon Hill Road

Asked the Finance Committee if there would be any benefit to this as written. Since we are already looking at increasing the budget each year, this would just be putting money back and then asking for it again.

Brian Rater, Chairman, Brookline Finance Committee

Potentially there could be a benefit to the taxpayers. When the school ends the fiscal year and has a surplus, in the past they have always had to return those funds to the town’s general fund, which goes to offset the amount that has to be raised through taxes the following year. Now the district is permitted to retain a percentage for what is really contingency purposes.

If not permitted to retain funds, whatever funds remained at year end would be returned to the tax base. However, before we had this in place each year, we had a warrant article to allocate funding to a contingency fund, and that fund came from that same pool of money. Essentially, we were just giving them funding each

year, but we voted on it at Town Meeting. Currently, they have a built in mechanism to retain a percentage of funds remaining at year end.

Brittany MacFarland, 16 Pigeon Hill Road

We voted last year to authorize the retention of funds, and then the School Board determines what the funds are used on the following year.

Superintendent Corey stated this to be Unreserved Fund Balance as opposed to a Contingency Fund. What this allows the Board to do is set aside a certain dollar amount. For those funds to be utilized, the Board conducts a public hearing and the Administration details to the Board and community the proposal for what the funds would be utilized for. It would be to address expenses that were unanticipated when the budget was prepared, e.g., enrollment increase resulting in the need for an additional teacher, a boiler breaks down.

Ken Haag, Chairman, Brookline School Board

Noted if looking back over the past few years, the district has had in place a Special Education Trust Fund, Maintenance Trust Fund, and a Contingency Fund. What this does is allocates funding from the bottom line (up to 2%) that goes into the Unreserved Fund Balance that can be called upon if needed. We are no longer requesting a \$40,000 contingency allocation each year.

From a spirit of transparency, there is an opportunity there that the Board recognizes. This was just passed last year; moving from a contingency fund to an unreserved fund balance.

Tom Solon, 2 Shady Rock Road

One of the benefits of doing it through this mechanism that is being proposed to be rescinded, versus a contingency fund, is the timeliness and ability for both the Board and community to understand how the money is being expended. When you put a contingency in place, it is a guess. The mechanism by which funds are expended through the retention of fund balance, as the Superintendent addressed, involves a public hearing that offers a detailed list, and it is not an arbitrary or anticipated expenditure. The downside if you want to call it that is that it is a larger amount than is typically supported on a contingency article. But if you look at the typical budgets that occur in our communities, with the exception of the COVID periods, we have run really tight budgets with very little opportunity to have this amount of money for unplanned activities.

The contingency has been required to stay safe. This has proven, to be an easier mechanism and in most cases saves time because you do not have to have the warrant article every year. It is a repeatable process that works better for the Board in the long run.

No further discussion was offered on Article 11.

Article will be placed on the official ballot as written.

Article 12 (By Petition)

“Shall the Brookline School District pursuant to RSA 194-C, I, create a planning committee to study the advisability of the withdrawal of the Brookline School District from SAU 41 in accordance with RSA 194-C:2, IV (1), for its organization, operation and control, and the advisability of constructing, maintaining, and operating a School Administrative Unit to serve the needs of the Brookline School District?”

Ken Haag, Chairman, Brookline School Board

Stated the School Board does not recommend the article (vote of 0-5-0). The recommendation of the Board was reached following the Public Hearing conducted earlier in the evening.

Eric Pauer, 12 Westview Road

Heard discussion following the Public Hearing that lead him to believe there may be some misunderstanding regarding the purpose of the article. The article is to create a new SAU for the Brookline School District. It would not take Brookline out of the COOP School District, would not withdraw from the COOP, result in a grade reduction, etc. It is simply creating an SAU for the Brookline School District that would then be under that Superintendent and Business Administrator. There were comments made that this was getting out of the COOP. It is really just about the SAU unit that oversees the district. This is a study to explore that.

Webb Scales, 49 Dupaw Gould Road

Asked for additional clarification of the intent of the article. He can understand how a Brookline SAU would function, but we are in a COOP School District, and he is trying to figure out how our SAU would coordinate with the other SAU to administer the COOP schools.

Eric Pauer, 12 Westview Road

Stated occasionally in the State there is a new SAU created. There was a new one created (SAU55) for which Bob Thompson became the Superintendent. There was a withdrawal of one school district from another creating an SAU. If the study committee found it to be suitable it would recommend an SAU for the Brookline School District, which would oversee that district, and SAU41 would oversee the Hollis and COOP school districts.

Webb Scales, 49 Dupaw Gould Road

Commented we would be discussing the Brookline elementary schools' withdrawal from the SAU. They would be joining this new SAU. His concern is that in doing so we would lose economies of scale in terms of purchasing, the ability to share substitutes between the buildings, share staff, etc. He does not believe Brookline would benefit from the split. We would have to put in place our own Office of Superintendent, special education support and all of the services we currently receive from the SAU. It is possible it would be less expensive, but it seems like long odds that would be the case.

Alison Marsano, School Board Member

Asked for clarification instead of paying for 1 SAU she would be paying for 2.

Eric Pauer, 12 Westview Road

Stated there would be 2 SAU's. SAU41 would hopefully get smaller. There are certain services that an SAU has to provide. His opinion is that we are doing more than we should be doing in SAU41 and it is time for Brookline to look at doing a streamlined one and see what happens after that. It is a first step. This is a study to see what that means. This was done in Timberlane successfully. They did the study and were presently surprised. They voted for it, and it passed. That is where Bob Thompson got his job.

Superintendent Corey remarked because that example was brought up, he wished to inform the citizenry he has spoken to Mr. Thompson. It cost Hampstead, the brand new SAU with two buildings and approx. 1,000 students, \$1.1 million. We charge you \$407,000.

Christopher Henchey, 16 Pigeon Hill Road

Spoke of concern that by creating another SAU our non-competitive funding of how we pay salaries and our proposed plan of not actually keeping up with inflation, would put the district in a position of being unable to hire on the proposed budget.

Ken Haag, Chairman, Brookline School Board

Is very much opposed to this and would hope that we could stop bringing this to the ballot every year. He believes it has come up almost every year of the 7 years he has been on the School Board. The Towns do not want this. The studies show it does not make any sense. The cost per pupil is lower than the State average. Our test scores are higher than the State average. We talked about a compliance position earlier. This is the cost that drives why we have extra staff because of these yearly requests for these onerous activities. There is a lot of fatigue coming from everyone for the constant push for this. We have a great school district. Let us work together to make it better instead of trying to tear it apart.

No further discussion was offered on Article 12.

Article will be placed on the official ballot as written.

Dana Ketchen, 59 Russell Hill Road

Questioned the projected increase if all of the articles pass.

Eric Pauer, 12 Westview Road

Stated it to be a 9.7% increase. That was posted online.

Dana Ketchen, 59 Russell Hill Road

It is tough to continue to live in this Town as an older person with tax increases at that rate.

Brian Rater, Chairman, Brookline Finance Committee

Noted the changes in the tax rate that were calculated there also include changes in estimated revenue. Revenue is estimated to go down, but estimates vary a lot from year to year. It is not all increases in expenses.

MOTION BY KEN HAAG TO ADJOURN

MOTION SECONDED

MOTION CARRIED

The February 7, 2022 first session (Deliberative) of the Annual Meeting of the Brookline School District was adjourned at 8:42 p.m.

Kenneth Haag, Chairman, Brookline School Board

Date: _____

Erin Sarris, Vice Chairman, Brookline School Board

Date: _____

Karen Jew, Secretary, Brookline School Board

Date: _____

Rebecca Howie, Brookline School Board

Date: _____

Alison Marsano, Brookline School Board

Date: _____

Alana Justice, Clerk, Brookline School District

Date: _____



Town of Brookline, New Hampshire

FIRE DEPARTMENT

Office of the Fire Inspector

Inspection Results

PASSED ☒

FAILED ☐

4 Bond Street Office: 603-672-8531 Fax: 603-673-8538 Permit#: _____

School Fire and Life Safety Checklist

School Name: Captain Samuel Douglass

School Address: 24 Townsend Hill

Inspected by: Jp Royea Inspectors Phone: (603) 821-0439

Date of Inspection: Dec 15, 2021

The following criteria must be met:

1. This Fire and Life Safety Inspection is part of the Department of Education school approval process. An Inspection is required to show that a public school is in compliance with NH Administrative rule ED 306.07 and that a Non-Public School is in compliance with NH Administrative rule ED 403.01(c). The Inspection of schools is also regulated by RSA 153:14, II (b)
2. A copy of this report shall be furnished to the school district superintendent and school board members.
3. This Report shall be submitted to the NH Division of Fire Safety upon completion, But no later than December 15th, of each school year
4. Please note that it is common practice for the Brookline Fire Department to conduct a pre-school year inspection during the month of August, as well as an official inspection between the beginning of the school year and Dec 15th.

Code Number	Pass	Fail	N/A	Code Reference
[101]15.1.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does this facility meet definition of an educational occupancy?
<u>Assembly Occupancy</u>				
[101]15.1.3.3.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does assembly occupancy meet the requirements set forth by [101] 13
[101]13.7.9.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are occupant loads properly displayed
[101]13.7.6.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the occupant load is 250 or more, are trained crowd managers in place
[101]13.2.2.2.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Doors in assembly areas of more than 100 persons or more shall have panic hardware
<u>Means of Egress</u>				
[101]7.2.1.4.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Egress doors shall swing in the direction of egress
[101]7.2.1.4.5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Where panic hardware is required the force required to open the door shall not exceed 15 lbf
[101]7.2.1.8.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Doors that are intended to be closed shall not be secured in the open position, or shall have automatic closing hardware that close the door upon activation of the alarm system or power loss
[101]15.2.1.2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grades Pre-k through 1 shall be in rooms located on the level of discharge
[101]15.2.1.3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grade 2 classroom shall not be located more than one story above level of exit.
[101]15.2.3.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All corridors shall maintain a minimum of 6ft width
[101]15.2.5.5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rooms that are normally subject to student occupancy shall have a door that leads directly to an exit access corridor.
[101]15.2.5.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rooms that are 1,000 ft ² or more shall have a minimum of two remote means of egress as per [101]7.5.1.3
[101]15.2.5.7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Aisles shall not be less than 30" wide unless the number of parallel seats does not exceed 6 seats
[101]15.2.8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All means of egress shall be Illuminated

Code Number	Pass	Fail	N/A	Code Reference
<u>Means of Egress Cont.</u>				
[101]7.10.8.3.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Doors that can be easily mistaken as an exit shall be marked with a sign that reads "NO EXIT"
[101]15.2.2.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stairs shall be minimum of 36" wide and maintained in accordance to [101]7.2.2
[101]15.2.5.2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dead-end corridor shall be more than 20ft.
[101]15.2.5.3.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All common paths of travel shall not exceed 75ft.
[101]15.2.6.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Travel distance to exit shall not be more than 150ft.
[101]15.2.9.1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Emergency lighting shall be installed
[101]15.2.11.1.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Every room or space greater than 250ft ² and used for a classroom, or other educational reason, shall have not less than one outside window for emergency rescue. Unless the room has a door leading directly to the outside.
[101]15.2.11.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Windows for rescue shall meet the following: <input checked="" type="checkbox"/> Openable from the inside without the use of tools <input checked="" type="checkbox"/> Clear width of not less than 20"W x 24"H <input checked="" type="checkbox"/> The bottom of the window shall not be more than 44" from floor height.
[101]15.2.11.2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lockups shall be in accordance with [101]23.4.5
[101]15.3.2.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All storage, mechanical, and custodial rooms shall be protected in accordance with [101]8.7 this includes locking the doors.

Protection

[1]66.9.5	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Flammable liquids shall be stored in approved storage cabinets.
[1]66.6.5	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All hazardous and flammable materials shall not be stored near an ignition source.
[1]66.9.3.12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Liquids used for building maintenance or similar infrequent uses, shall be allowed to be stored outside of storage cabinets if limited to a 10 day supply

Code Number	Pass	Fail	N/A	Code Reference
<u>Kitchen Protection</u>				
[101]15.3.2.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kitchen shall comply with [101]9.2.3 and NFPA 96 and NFPA 1
[96]11.2.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire extinguishment system shall be inspected at least every 6 months
[96]11.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inspection of grease build up shall be done in accordance to table 11.4 if NFPA 96
[96]11.6.13	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The hood exhaust system shall be inspected and tagged accordingly.
[96]11.6.14/15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Formal documentation of hood system cleaning shall be provided to both the school and the AHJ
[96]11.7.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inspection of cooking equipment shall be done annually
[96]10.10.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Only an approved Class K fire extinguisher shall be present in the kitchen area

Other Protection Features

[101]15.3.2.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stage and platforms meet the requirements of [101]13.4.6
[101]13.4.6.11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cloth, vegetation, film and other materials used on stages shall meet the flame propagation set forth by NFPA 701
[101]13.4.6.11.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scenery shall be comprised of non-combustible material, limited combustible or fire retardant treated wood.
[101]9.6.1.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The fire alarm system shall be installed, tested and maintained in accordance with NFPA 70 and 72
[101]15.3.4.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manual pull stations shall be installed in accordance with [101]9.6.2.1
[101]9.6.2.7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manual pull stations shall be accessible, unobstructed and visible.
[101]9.6.3.5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All alarm notification devices shall be both audible and visual.

Code Number	Pass	Fail	N/A	Code Reference
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Other Protection Features Cont.

[101]15.3.4.3.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Fire department shall be notified upon the activation of the alarm system
[101]15.3.4.3.1.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the alarm system used for any other emergency alerting reasons?
[1]13.6.9.1.2.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire extinguishers shall be serviced and tested annually
[101]15.3.7.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The building shall be sub divided into compartments to prevent the spread of smoke and fire.

Special Provisions

[101]15.4.3.4	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Flexible building floor plans shall be approved by the AHJ.
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Building Services

[101]15.5.2.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Heating, ventilating and air-conditioning equipment shall comply with [101]9.2
[101]15.5.2.2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If any unvented fuel-fired heating equipment is installed it shall be in accordance to NFPA 54
[101]15.5.3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Elevators shall be maintained according to [101]9.4

Operating Features

[101]15.7.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency action plans shall be provided
[101]15.7.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Egress drills shall be conducted and documented regularly
[101]15.7.3.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are routes of egress inspected and documented daily
[101]15.7.4.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clothing and personal effects shall only be allowed in corridors that are protected by either an automatic sprinkler system, smoke detectors or if there kept in metal storage lockers.
[101]15.7.4.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Draperies, curtains and other similar furnishings or decorations shall meet flame propagation ratings according to NFPA 701

Code Number	Pass	Fail	N/A	Code Reference
[101]15.7.4.3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Artwork and teaching material shall not cover more than 20% of a wall (50% if in a sprinkled building)

Portable Classrooms

Saf-C3300	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do modular classrooms meet the requirements of NH State Fire code Saf-C3300
-----------	-------------------------------------	--------------------------	--------------------------	---

List any Code Violations:

Emergency light in the kitchen

Emergency light lunch room

Emergency light art wing

Emergency light in 6th grade hall

Emergency light end of ramp

Follow-up:

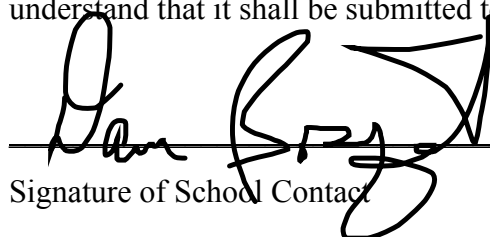
1. ☐ YES ☒ NO Based on the Information gathered on this form, corrective action is required. If so corrective action is anticipated to be completed by: _____
2. ☐ YES ☒ NO A corrective action plan is required (typically on long term repairs) and will be submitted to the Fire Department
3. ☐ YES ☒ NO A Re-Inspection is required and will occur on: _____


Signature of Inspector.

Dec 15, 2021

Date

I Dawna Bosquet acknowledge receipt of this report, and fully understand the findings from the Inspector. Should a corrective action plan be required I also understand that it shall be submitted to the Fire Department within 14 days of this inspection.


Signature of School Contact

Dec 15, 2021

Date



NH Department of Education

Bureau of School Safety & Facilities

25 Hall Street, Concord, NH 03301-3852

Telephone (603) 271-0955

School Health Inspection Form

Last revised: March 18, 2022

SCHOOL INFORMATION		
School Name: Captain Samuel Douglass Academy	Address: 24 Townsend Hill Road	SAU #: 41
Town/City: Brookline	State: NH	Zip: 03033
School Contact: Andrew Corey	Title: Superintendent	
Name of each building used by students: Captain Samuel Douglass Academy - only		Enrollment: 252
Year each building was built:		
Water supply (municipal, well, etc.): well	Wastewater system (municipal, septic, etc.): septic	
INSPECTION INFORMATION		
Inspector's name:	Organization:	Inspector's phone:
Inspector's email:	Were all buildings used by students inspected (Y/N)?	Date of Inspection:
INFORMATION/INSTRUCTION		

A Health Inspection is part of the NH Department of Education's school approval review to ensure school facilities are meeting minimum standards, Ed 306.07 and Ed 403.01(c). The form shall be completed the school year in which the school is up for a school approval review; preferably prior to December 15th.

The health inspection must be performed by a health official, not a school employee. Visit <https://www.dhhs.nh.gov/dphs/holu/documents/officers.pdf> for a list of local health officers.

Kitchen inspections are not acceptable substitutes for the health inspection.

It is helpful to provide the inspector with a map of the school showing room numbers and special areas such as the gym, cafeteria, offices, and library.

Attach the following to the health inspection form, if applicable:

- Most recent septic tank pumping service
- Asbestos inspection reports for buildings built before 1990
- Animal vaccination certificates, if applicable
- Swimming pool testing records, if applicable

Please submit the completed form to the NH Department of Education as follows:

- Public schools - email the form to Carrie Gorman at: carrie.a.gorman@doe.nh.gov
- Public charter schools - email the form to Carrie Gorman at: carrie.a.gorman@doe.nh.gov
- Non-public schools – email the form to Timothy Carney at: timothy.c.carney@doe.nh.gov

SANITARY INVESTIGATION	RESPONSE (circle best answer)		CORRECTIVE ACTION	CORRECTIVE DATE
1. Is the school free of garbage, insects, rodents, or other unsanitary conditions?	YES	NO		
	Notes:			
RESTROOMS	RESPONSE (circle best answer)		CORRECTIVE ACTION	CORRECTIVE DATE
2. Are all restrooms clean and in working order?	YES	NO		
	Notes:			
3. Do all restrooms have hot water (85 to 110 degrees F), dispensed soap, toilet paper & dispensed paper towels or heated air dryers?	YES	NO		
	Notes:			
4. Is there at least one toilet fixture for every 50 people? (IPC 2009)	YES	NO		
	Notes:			

FOOD PREPARATION, DINING AREAS, SINKS, & WATER FOUNTAINS	RESPONSE (circle best answer)			CORRECTIVE ACTION	CORRECTIVE DATE
5. If food is prepared on-site, is a current license from the municipality or state licensing authority posted?	YES	NO	NA		
	Notes:				
6. Are toxic materials clearly labeled and properly stored away from food?	YES	NO			
	Notes:				
7. Is hot water (110 to 130 degrees F) available for culinary purposes, cleansing, laundry and building maintenance? (IPC 2009)	YES	NO			
	Notes:				
8. Are water fountains clean with sufficient water pressure?	YES	NO			
	Notes:				
SEPTIC SYSTEMS & WATER SUPPLY SYSTEMS	RESPONSE (circle best answer)			CORRECTIVE ACTION	CORRECTIVE DATE
9. Is there a pump schedule for the septic system?	YES	NO	NA		
	Notes:				
10. Is there a reason to suspect the wastewater system has a system failure (backup, etc.)? If so, please describe the condition.	YES	NO			
	Notes:				
11. If the school's drinking water is supplied from an onsite well and the student and staff population is 25 or more, is the well registered and tested as required by NH Dept. of Environmental Services (DES) administrative rule Env-Dw 700?	YES	NO	NA		
	Notes:				
12. In the past 2 years, has the school performed any voluntary water testing for radon or PFCs? If so, please attach findings.	YES	NO	NA		
	Notes:				
ENVIRONMENTAL HAZARDS (mold, asbestos, lead paint, & radon)	RESPONSE (circle best answer)			CORRECTIVE ACTION	CORRECTIVE DATE

13. Is there a presence of water leaks in the ceiling, walls, or internal plumbing? If so, please describe the condition and location.	YES	NO		
	Notes:			
14. Is there any mildew or mold present? If so, please describe the condition and location.	YES	NO		
	Notes:			
15. If the building was built before 1990, has the school provided an asbestos inspection report showing its buildings are free of asbestos containing building material (ACBM), or an inspection within the last three years showing that areas with ACBM have been properly maintained? (AHERA, 40 CFR 763, Subpart E and RSA 141-E)	YES	NO	NA	
	Notes:			
16. If the building was built before 1978, are you aware of the presence of flaking paint?	YES	NO	NA	
	Notes:			
17. If the building was built before 1978, is there worn or damaged paint on windows, doors, or door jambs?	YES	NO	NA	
	Notes:			
18. If the building was built before 1978, has any follow up testing been performed by a licensed lead inspector/risk assessor?	YES	NO	NA	
	Notes:			
19. Has the school performed any voluntary air testing for radon?	YES	NO		
	Notes:			
SMOKING	RESPONSE (circle best answer)		CORRECTIVE ACTION	CORRECTIVE DATE
20. Are signs posted noting the prohibition	YES	NO		

of smoking on the school's grounds? RSA 126-K:7 prohibits the use of tobacco products, e-cigarettes, or liquid nicotine on public school grounds.	Notes:				
ANIMALS ON SHOOOL PROPERTY (if applicable)	RESPONSE (circle best answer)			CORRECTIVE ACTION	CORRECTIVE DATE
21. Are all animals enclosed by appropriate and lockable cages/stalls?	YES	NO	NA		
	Notes:				
22. Do all animals have a current certificate of good health from a licensed veterinarian?	YES	NO	NA		
	Notes:				
23. Does it appear that animal fecal material is adequately cleaned from the cage/stall?	YES	NO	NA		
	Notes:				
24. Is a hand washing station available nearby with hot water and soap for those students or staff handling the animals or cleaning their cages?	YES	NO	NA		
	Notes:				
ADDITIONAL REMARKS					

Please see attachment A05.pdf, most recent fire inspection from the Brookline Fire Department, as our Health Inspection has been conducted within the past five years as necessary but was not delivered in time.

ACKNOWLEDGEMENT

"I acknowledge receipt of this report and understand a complete copy must be forwarded to the Department of Education."

School contact name and signature

Date

"I acknowledge this form has been completed to the best of my knowledge."

Inspector name and signature

Date

Please mail the completed form and required material to:

New Hampshire Division of Historical Resources
State Historic Preservation Office
Attention: Review & Compliance
19 Pillsbury Street, Concord, NH 03301-3570

DHR Use Only	
R&C #	_____
Log In Date	___ / ___ / ___
Response Date	___ / ___ / ___
Sent Date	___ / ___ / ___

Request for Project Review by the New Hampshire Division of Historical Resources

- ☒ This is a new submittal
☐ This is additional information relating to DHR Review & Compliance (R&C) #:

GENERAL PROJECT INFORMATION

Project Title SAU #41 - Captain Samuel Douglass Academy - Building Renovation & HVAC Upgrade

Project Location 24 Townsend Hill Road

City/Town Brookline Tax Map Lot #

NH State Plane - Feet Geographic Coordinates: Easting 985360 Northing 75028
(See RPR Instructions and R&C FAQs for guidance.)

Lead Federal Agency and Contact (if applicable) Department of Education
(Agency providing funds, licenses, or permits)
Permit Type and Permit or Job Reference #

State Agency and Contact (if applicable)

Permit Type and Permit or Job Reference #

APPLICANT INFORMATION

Applicant Name Andrew Corey

Mailing Address 4 Lund Lane Phone Number 603-324-5999

City Hollis State nh Zip 03049 Email andrew.corey@sau41.org

CONTACT PERSON TO RECEIVE RESPONSE

Name/Company Matt Giffin / Banwell Architects

Mailing Address 6 South Park Street Phone Number 603-448-3778

City Lebanon State NH Zip 03766 Email matt@banwellnh.com

This form is updated periodically. Please download the current form at www.nh.gov/nhdhr/review. Please refer to the Request for Project Review Instructions for direction on completing this form. Submit one copy of this project review form for each project for which review is requested. Include a self-addressed stamped envelope to expedite review response. Project submissions will not be accepted via facsimile or e-mail. This form is required. Review request form must be complete for review to begin. Incomplete forms will be sent back to the applicant without comment. Please be aware that this form may only initiate consultation. For some projects, additional information will be needed to complete the Section 106 review. All items and supporting documentation submitted with a review request, including photographs and publications, will be retained by the DHR as part of its review records. Items to be kept confidential should be clearly identified. For questions regarding the DHR review process and the DHR's role in it, please visit our website at: www.nh.gov/nhdhr/review or contact the R&C Specialist at marika.labash@dncr.nh.gov or 603.271.3558.

PROJECTS CANNOT BE PROCESSED WITHOUT THIS INFORMATION

Project Boundaries and Description

- ☒ Attach the Project Mapping **using EMMIT or relevant portion of a 7.5' USGS Map.** (See RPR Instructions and R&C FAQs for guidance.)
- ☒ Attach a detailed narrative description of the proposed project.
- ☒ Attach a site plan. The site plan should include the project boundaries and areas of proposed excavation.
- ☒ Attach photos of the project area (overview of project location and area adjacent to project location, and specific areas of proposed impacts and disturbances.) (Informative photo captions are requested.)
- ☐ A DHR records search must be conducted to identify properties within or adjacent to the project area. Provide records search results via EMMIT or in **Table 1.** (Blank table forms are available on the DHR website.)
EMMIT or in-house records search conducted on Not/Required/For Schools.

Architecture

Are there any buildings, structures (bridges, walls, culverts, etc.) objects, districts or landscapes within the project area? ☒ Yes ☐ No

If no, skip to Archaeology section. If yes, submit all of the following information:

Approximate age(s): 22 (oldest portion)

- ☒ Photographs of **each** resource or streetscape located within the project area, with captions, along with a mapped photo key. (Digital photographs are accepted. All photographs must be clear, crisp and focused.)
- ☒ If the project involves rehabilitation, demolition, additions, or alterations to existing buildings or structures, provide additional photographs showing detailed project work locations. (i.e. Detail photo of windows if window replacement is proposed.)

Archaeology

Does the proposed undertaking involve ground-disturbing activity? ☒ Yes ☐ No

If yes, submit all of the following information:

- ☒ Description of current and previous land use and disturbances.
- ☒ Available information concerning known or suspected archaeological resources within the project area (such as cellar holes, wells, foundations, dams, etc.)

Please note that for many projects an architectural and/or archaeological survey or other additional information may be needed to complete the Section 106 process.

DHR Comment/Finding Recommendation *This Space for Division of Historical Resources Use Only*

- ☐ **Insufficient information to initiate review.** ☐ Additional information is needed in order to complete review.
- ☐ No Potential to cause Effects ☐ No Historic Properties Affected ☐ No Adverse Effect ☐ Adverse Effect

Comments: _____

If plans change or resources are discovered in the course of this project, you must contact the Division of Historical Resources as required by federal law and regulation.

Authorized Signature: _____ Date: _____

June 29, 2022

Marika Labash
R&C Program Specialist
Nadine Miller
Deputy State Historic Preservation Office.



CC: Jessica Lescarbeau
Internal Auditor III, DOE

RE: SAU #41 - Captain Samuel Douglass Academy - Building Renovation & HVAC Upgrade

Dear Ms. Labash & Ms. Miller:

This letter is in reference to:

Captain Samuel Douglass Academy
Located on 24 Townsend Hill Road, Brookline, NH

Original construction: 2000
Additions: None

As part of the DOE Application requirements, this project is required to follow numerous federal requirements. One of these requirements is to submit the preliminary plans to your office for review.

Scope of work:

HVAC and building controls upgrade
Construction of a new addition that will be the home of (5) new classrooms (see attached plan)

Description of current and previous land use and disturbances:

The building was constructed circa 2000. The land use prior to the construction date is currently unknown. Between 2000-present this area was used as a paved path to enter/exit the building and was lawn space. This area would have been heavily disturbed during the construction of the school in 2000.

Available information concerning known or suspected archaeological resources within the project area:

Currently unknown.

Sincerely,
Matt Giffin
Banwell Architects
matt@banwellnh.com
603-448-3778 x 314

Captain Samuel Davis Academy



Legend

Parcels

- Parcel Polygons
- Attributes for Additional Lines

State

County

City/Town

Map Scale

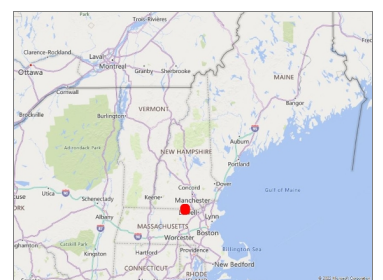
1: 24,000

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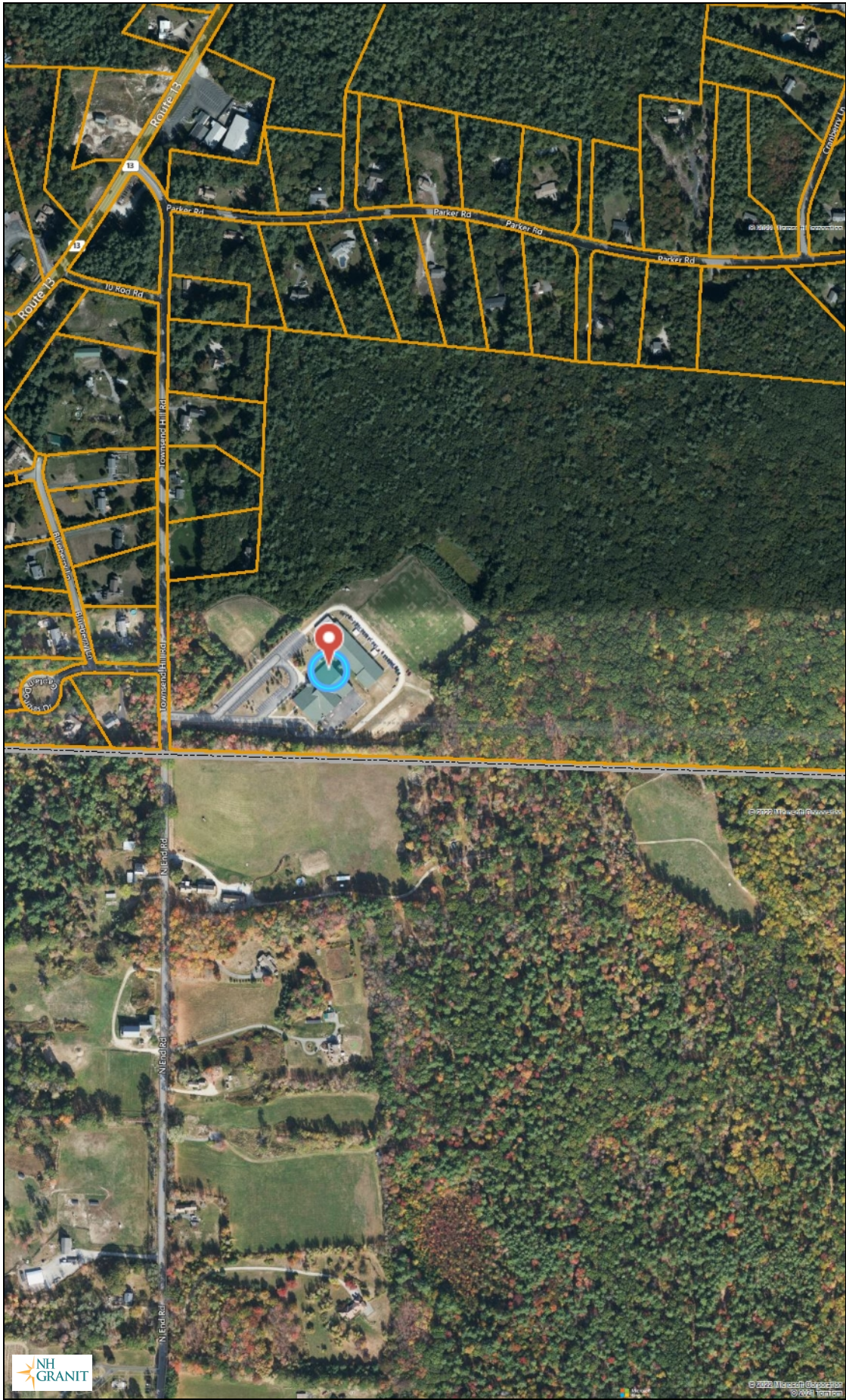
Map Generated: 6/28/2022



Notes



Captain Samuel David Academy



Legend

- Parcels
 - Parcel Polygons
 - Attributes for Additional Lines
- State
- County
- City/Town

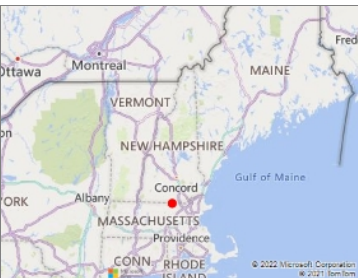
Map Scale

1: 6,494

© NH GRANIT, www.granit.unh.edu
Map Generated: 6/28/2022



Notes



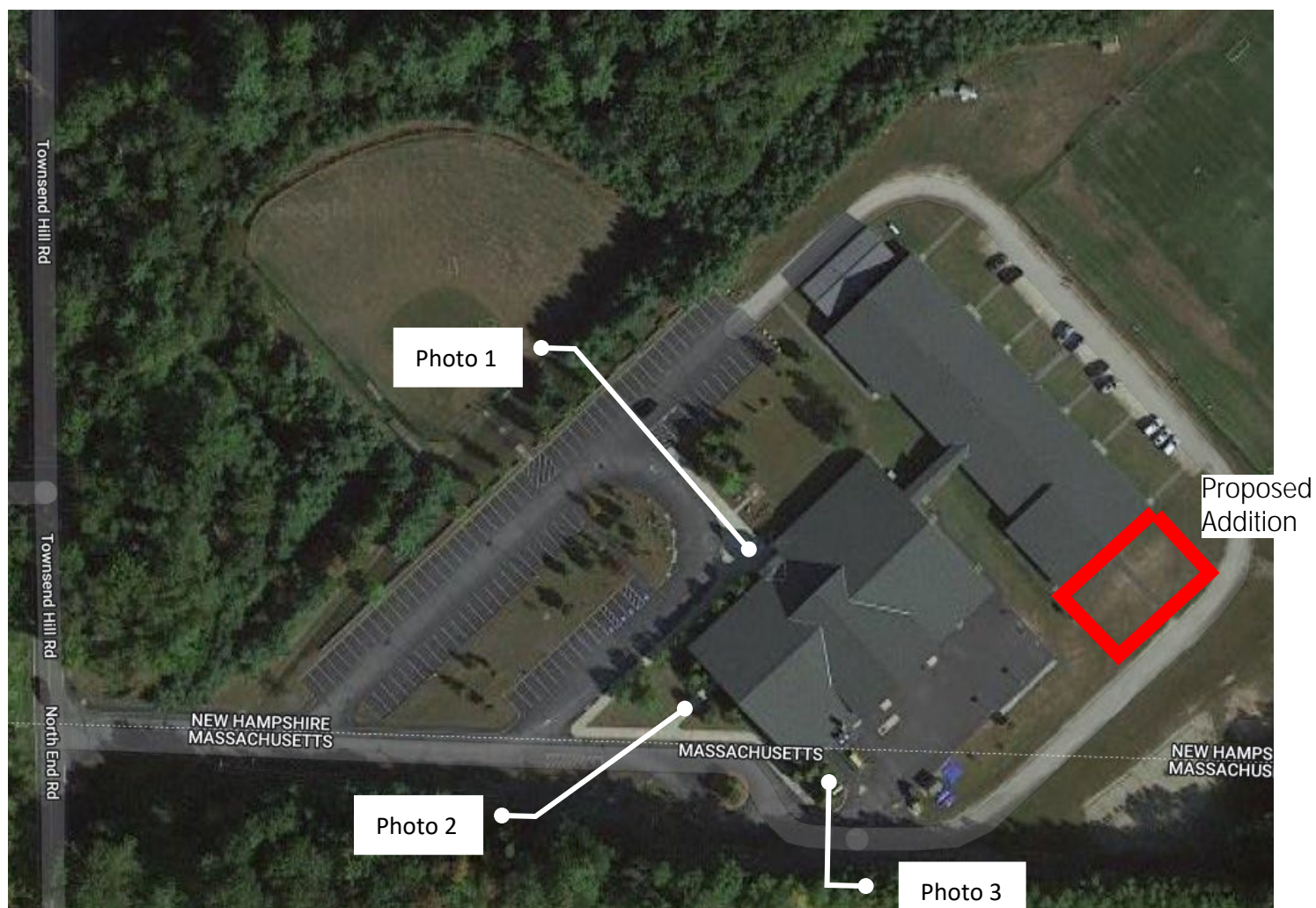


PHOTO 1:



PHOTO 2:



PHOTO 3:



PHOTO 4: Typical Lobby Interior



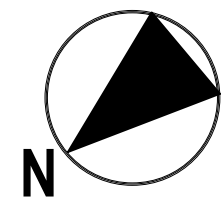
PHOTO 5: Typical Corridor Interior



NH DOT Name and Number and/or Project Title: SAU #41 - Captain Samuel Douglass Academy - Building Renovation & HVAC Upgrade		DHR R&C #:
RPR Table 2: PROPERTIES WITHIN THE AREA OF POTENTIAL EFFECT; NOT YET SURVEYED		
Resource Identification (Any locational information that is cross-referenced with both mapping and photos; i.e. address, parcel number, mile marker)	Estimated Construction Date	Basis for date: owner info., visual, municipal records etc.
Original Building	2000	Owner Info
		Owner Info
		Owner Info
		Owner Info
**Add rows as necessary		



1 ADDITIONS DIAGRAM
Scale: 1" = 30'-0"



CAPTAIN SAMUEL DOUGLASS ACADEMY

24 TOWNSEND HILL RD
BROOKLINE, NH 03033
9/14/21





Akhtar, Alyssa <alyssa.akhtar@sau41.org>

Fwd: Hollis Brookline

1 message

Seeley, Kelly <kelly.seeley@sau41.org>
To: Alyssa Akhtar <alyssa.akhtar@sau41.org>

Fri, Jul 1, 2022 at 9:29 AM

----- Forwarded message -----

From: **Hunt, Russell B** <russell.hunt@eversource.com>
Date: Wed, Jun 29, 2022 at 2:18 PM
Subject: RE: Hollis Brookline
To: Michael Davey <mdavey@eeiservices.com>
Cc: kelly.seeley@sau41.org <kelly.seeley@sau41.org>, Lance Finamore <lance.finamore@sau41.org>

Sounds good.

Russell Hunt, CEM | Energy Efficiency Consultant | Eversource | 73 West Brook, Manchester, NH
03105-0330 | Phone: (603) 634-2523 | Mobile: (508) 759-4111

From: Michael Davey <mdavey@eeiservices.com>
Sent: Wednesday, June 29, 2022 12:23 PM
To: Hunt, Russell B <russell.hunt@eversource.com>
Cc: kelly.seeley@sau41.org; Lance Finamore <lance.finamore@sau41.org>
Subject: Hollis Brookline

EVERSOURCE IT NOTICE – EXTERNAL EMAIL SENDER ** Don't be quick to click! ******

Do not click on links or attachments if sender is unknown or if the email is unexpected from someone you know, and never provide a user ID or password. Report suspicious emails by selecting 'Report Phish' or forwarding to SPAMFEEDBACK@EVERSOURCE.COM for analysis by our cyber security team.

Russ-

We are looking at doing some energy efficiency upgrade projects to the Hollis Brookline School? Could we do a conference call mid July to base.

Thanks,

Mike

This electronic message contains information from Eversource Energy or its affiliates that may be confidential, proprietary or otherwise protected from disclosure. The information is intended to be used solely by the recipient(s) named. Any

MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION

OUTLINE SPECIFICATION NARRATIVE

1. BUILDING SUMMARY

The following report includes initial design concepts for the mechanical, electrical, plumbing and fire protection systems. The purpose of this report will be to allow for the Architect and Owner to review proposed systems and for subsequent cost estimating to take place.

2. HEATING, VENTILATION, AND AIR-CONDITIONING (HVAC)

2.1. Heating

The building will be heated by propane boilers. These boilers, primary loop piping It is expected that the boilers will serve various new terminal units located throughout the building for heating. The terminal units will include finned tube radiation, cabinet unit heaters, unit heaters and other terminal devices.

2.2. Cooling

Cooling may be included in the HVAC design, as part of the base bid package, or as an add-alternate if the District would like to move forward without it. The cooling would implement a variable refrigerant flow (VRF) system. The VRF air cooled condensing units would be located on the roof, have refrigerant suction/liquid lines travelling to the ERU's and terminal units throughout the building. Cooling would not be provided to the Gym.

2.3. Ventilation and Air Distribution

Ventilation will be provided to the building via packaged rooftop (or on grade) energy recovery units (ERU's). Ventilation rates will be commensurate with ASHRAE 62.1. Demand control ventilation will be provided for all classrooms; and each room will have a CO2 sensor. The ERU's will be provided with return and supply fans, hot water heating coil, DX cooling coil (optional), energy recovery enthalpy wheel and supply/return filters..

The ERU's may use hot water heating coils, fed from the existing boiler plant. Based on the expected new area of the facility, the new ERU's are estimated to have the following performance.

The gym/ Multipurpose room will also be provided with standalone, dedicated energy recovery units. The new units are not expected to have cooling.

The ductwork is expected to be galvanized steel throughout the building, except for kitchen exhaust, which will be welded stainless steel (fire wrapped) duct.

The kitchen makeup air unit will be a direct fired propane unit, with 100% outside air. It is anticipated that the unit will have the following performance.

There will be dedicated exhaust for noxious locations, such as the kitchen and janitor closets. Kitchen exhaust fans are to be rated for heat/grease applications. All classrooms, offices and

other non-noxious locations will return/exhaust air via the energy recovery unit, eliminating the need for exhaust fans serving those areas.

2.4. Automatic Temperature Controls System

As part of the upgrade, it is recommended that any existing controls be removed. All new equipment will be controlled by a new Building Management System (BMS). The BMS will be an open protocol, BACnet communication system. This will enable several manufacturers and installers to bid on the project, while using an industry standard protocol. This will also enable any of the existing equipment to remain, to be tied into this control system.

3. PLUMBING

3.1. Domestic Cold & Hot Water

One (1) new propane, tank type domestic hot water heaters are to be provided to serve the entire school. A 1" domestic hot water main shall extend from a single thermostatic mixing valve to feed the facility hot water distribution piping.

Review architectural plans and report for fixture count and locations.

3.2. Sanitary Waste & Vent

New sanitary waste piping will be provided to restrooms and other new areas where waste will be present.

Vent piping will be provided to properly vent the waste serving the new and existing plumbing fixtures throughout the entire building. New vent terminals through the roof will be provided in the new building.

3.3. Storm Drainage

Storm Drainage will be conveyed via roof drains from flat roofs. The storm drainage piping will be conveyed to new storm water recharge system, as provided by site/civil.

3.4. Propane

One underground propane storage and subsequent distribution that is expected to be required

4. FIRE PROTECTION

4.1. Sprinkler System

A complete wet-pipe automatic sprinkler fire protection system shall be provided. Upright sprinklers shall be provided in areas without a furnished ceiling. Concealed sprinklers shall be provided in areas with finished ceilings.

Distribution of sprinkler heads shall be based on NFPA 13 criteria for Light Hazard (classrooms, faculty spaces, hallways) and Ordinary Hazard (mechanical spaces and storage areas). Design densities shall be as directed by NFPA 13 and the Rochester Fire Department.

The requirement of a fire pump will be need to be evaluated once upon final site selection, The fire pump will pull water from an underground cistern, provided by site/civil.

It is estimated that the electric pump will be 50 HP. An emergency generator will need to be provided, which would be able to power the fire pump in the event of a power loss. See electrical section herein for further detail.

The fire pump may be located within the building, within a 2 hour rated, dedicated room. The fire pump may also be housed in a standalone, heated structure if desired.

5. ELECTRICAL SYSTEMS

5.1. General

The building electrical system will be in compliance with NEC 2014.

5.2. Electrical Service – Normal

Normal electrical service to the building shall be provided from a new utility feed to a new pad mounted transformer located adjacent to the building. The primary voltage from the utility shall be confirmed with them. The secondary side of the transformer shall be 120/208Volt, 3-phase, 4 Wire for support of the building.

Power shall be distributed throughout the building via a, 120/208 Volt, 3 phase, 4 wire, switchboard to be located in the Electrical Room of the building.

5.3. Electrical Service – Essential

If an electric fire pump is provided, a diesel generator shall be provided to supply the new fire pump. See Fire Protection section herein for further detail. The generator shall be provided with a skintight weather proof enclosure and located adjacent to the building.

5.4. Grounding

A grounding system shall be installed for the building.

Each feeder and branch circuit will contain an equipment-grounding conductor, in addition to phase and neutral conductors. The raceways system shall also be installed to meet the requirements of an equipment grounding conductor.

5.5. Wiring Methods

GFCI receptacles shall be provided for devices within 6' of sinks.

Normal only branch circuits shall be provided as follows:

1. Concealed – Electrical Metallic Tubing (EMT) with copper conductors; type THWN-2 insulation; minimum size #12AWG conductors. Hospital-grade type AC cable with a full-size green grounding conductor; minimum size #12AWG conductors shall be permissible with written permission from local AHJ. If type AC cable is permitted all homeruns shall be run in EMT from the panelboard to a junction box in the room being served and AC cable run from the junction box to the devices. No horizontal runs of type AC shall be permitted.
2. Exposed – Rigid galvanized steel (RGS) with copper conductors; type THWN-2

insulation; minimum size #12AWG conductors.

Branch circuits shall be provided as follows:

1. Lighting Branch Circuits – 20Amp 120V 1Ph 2W branch circuits shall serve no more than 3000 Watts of lighting load.
2. Lighting Branch Circuits – 20Amp 120V 1Ph 2W branch circuits shall serve no more than 1500 Watts of lighting load.
3. General Receptacle Branch Circuits – 20Amp 120V 1Ph 2W branch circuits shall serve no more than 1400 Watts of load.
4. Computer Receptacle Branch Circuits – 20Amp 120V 1Ph 2W branch circuits shall serve no more than 1200 Watts of receptacle load assuming 400 Watts per receptacle.

Mechanical Control Power - One (1) dedicated 20Amp 120V 1Ph 2W branch circuit for every 2,500SF.

Mechanical Equipment – A dedicated branch circuit shall be provided to accommodate the specific power requirements of each mechanical unit.

Fire Pump – If an electric 50HP fire pump is to be provided for the building, the fire pump shall be connected ahead of the main for the incoming service.

Fire Alarm – All fire alarm equipment will be provided with a battery backup system. Wiring to new fire alarm devices shall be as recommended by the fire alarm manufacturer.

5.6. Lighting

Lighting will ultimately be determined via coordinated effort between architects and engineer but the following are basic lighting concepts:

1. Classroom – Recessed, 2'x4' LED troffer. (Basis of design CREE ZR24). One fixture in each classroom shall be provided with integral battery backup.
2. Corridor– Recessed, 2'x2' LED troffer. (Basis of design CREE ZR22) One fixture shall be provided per 10lf of corridor. Integral battery backup fixtures shall be provided 1 every 100lf of corridor.
3. Illuminated exit signs will be LED type.

All of the lighting fixtures will be LED, 120 volt. Lighting in all areas shall be 3500k unless otherwise noted. Lighting fixture systems and fixtures shall be selected to maximize compliance with ASHRAE 90.1- 2007.

Installed lighting will be in conformance with the lighting power allowance of ASHRAE 90.1. The lighting power density for School occupancy type is 1.2W/ft².

In general, lighting will be controlled by local switches, dimmers and occupancy sensors. Lighting in specific areas will be controlled as follows:

1. Classrooms – Multiple light levels shall be provided for note taking during projection. Lighting shall be reduced to 5-20FC over seating area with all direct light eliminated from the instructor and projector screen areas.
2. Whiteboards – Whiteboards shall be illuminated uniformly with 10-15 lumens.

5.7. Fire Alarm System

A fully-addressable, non-coded, microprocessor-based, voice evacuation fire alarm system will be provided throughout the building. The system shall be a new stand-alone system. The fire alarm control panel (FACP) will be located at the main entrance. A fire alarm master box with 24hr red light, a fire alarm beacon, and a knox box will be located on the building exterior near the main entrance.

Fire alarm system shall be wired as a Class A system with two independent fire alarm loops/risers per floor; each loop/riser supply and return path shall be run in a one-hour fire rated enclosure for survivability. Wiring method for fire alarm conductors is type AC cable, minimum conductor size #14AWG.

Manual pull stations shall be provided at each building and floor exit.

The sprinkler system shall be monitored via tamper and flow switches. If the tamper and flow switches are located in the ceiling behind an access panel then remote-indicating lights shall be required.

Standard type smoke detectors shall be provided in electrical closets and rooms, in IT closets and rooms, lobbies, lounges and other common areas. Heat detectors shall be provided in mechanical rooms and janitor's closets. All mechanical air-handling systems over 2000cfm shall be provided with duct smoke detectors and remote test/reset stations that are programmed to automatically shut down the associated air-handling system.

ADA approved speaker/strobe (75cd) units shall be provided throughout the corridors, in the stairwells and in common bathrooms. Higher candela level (110cd) speaker/strobe units shall be provided in large open areas, mechanical rooms and where required by NFPA and ADA. Strobe only units shall be provided in public and semi-private bathrooms. Strobes shall be synchronized throughout.

5.8. Raceway Support System

The contractor will be responsible for providing the infrastructure required for distribution of the following low voltage systems:

1. Voice
2. Data

The infrastructure includes empty conduits, wireways, pull strings, back boxes, recessed floor boxes and cable tray system.

School Building Aid Application

for

Captain Samuel Douglass Academy (CSDA)

Life Cycle Cost Analysis

In the alternatives that were considered:

- Moving 3rd grade to CSDA to avoid renovations to RMMS
- Creating a larger cafeteria

Both of these would be more costly alternatives and if you chose to move 3rd grade here you would be forced to increase the cafeteria. It was also thought that the cafeteria would have to be much larger than originally intended to handle the increase in enrollment AND an additional grade.

It was ultimately decided that creating the addition to accommodate an increase in enrollment and juggling cafeteria times would be the most cost effective option in the life cycle cost analysis.



**Brookline School District
Brookline, NH**

2021-22 Enrollment Projection Report

Enrollment Summary

The global pandemic continues to influence our nation's public health and economic stability in unpredictable ways. As such, it is still too early to identify many of the factors that could impact school enrollments. Over the past school year, we have seen fluctuations in the real estate market and job trends, which have impacted student attendance patterns. Moreover, during the past school year, we have seen how school enrollment patterns can differ substantially from one district to another, with some districts losing students while others experience an influx of students.

We are pleased to send you the past, present, and projected enrollments for your District. New this year, we have added graphs that highlight Historical and Projected Enrollments in Grade Combinations. We have received the figures given to us by the District and we assume that the method of collecting the enrollment data has been consistent from year to year.

Of note, projections are generally more reliable when they are closest in time to the current year. Projections four to ten years out may serve as a guide to future enrollments.

In light of this, NESDEC has added a "Second Semester refresher" enrollment projection at no cost to affiliates.

The NESDEC enrollment projection for Brookline fell within -23 students of the K-12 total (1,142 students projected vs. 1,119 enrolled.) The district noted that the Kindergarten projections were "off", as 97 Kindergarten students were projected vs. 81 enrolled. Ratios have been adjusted.

Births have increased by +4 from a previous ten-year average of 46 to a projected average of 50. Enrollment in Grades 1-8 is usually pretty stable and a good predictor. For the past eight years, grades 1-8 were adding an average of +21 net "move-ins" of students in the following year. Over the next three years, K-6 enrollments are projected to increase.

Historical Enrollment

School District: Brookline, NH

10/12/2021

Historical Enrollment By Grade																			
Birth Year	Births*	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2006	61	2011-12	19	52	83	96	101	90	90	82	103	99	91	105	74	100	0	1166	1185
2007	55	2012-13	29	48	60	84	96	102	90	94	81	102	103	100	95	75	0	1130	1159
2008	36	2013-14	33	56	62	60	89	98	106	97	97	85	105	112	81	102	0	1150	1183
2009	50	2014-15	28	57	60	67	63	91	103	102	102	98	83	105	107	89	0	1127	1155
2010	43	2015-16	26	60	67	65	69	66	96	109	107	97	100	85	109	101	0	1131	1157
2011	38	2016-17	24	78	66	69	73	73	67	102	108	110	104	97	82	111	0	1140	1164
2012	43	2017-18	19	73	77	67	78	78	73	68	102	108	113	106	99	79	0	1121	1140
2013	36	2018-19	39	66	76	78	70	86	79	79	97	114	101	103	103	118	0	1170	1209
2014	49	2019-20	19	73	71	87	82	76	90	80	88	75	102	107	113	105	0	1149	1168
2015	50	2020-21	15	72	73	72	90	80	80	90	79	87	74	104	107	109	0	1117	1132
2016	57	2021-22	12	81	81	82	84	87	80	80	92	76	88	79	97	112	0	1119	1131

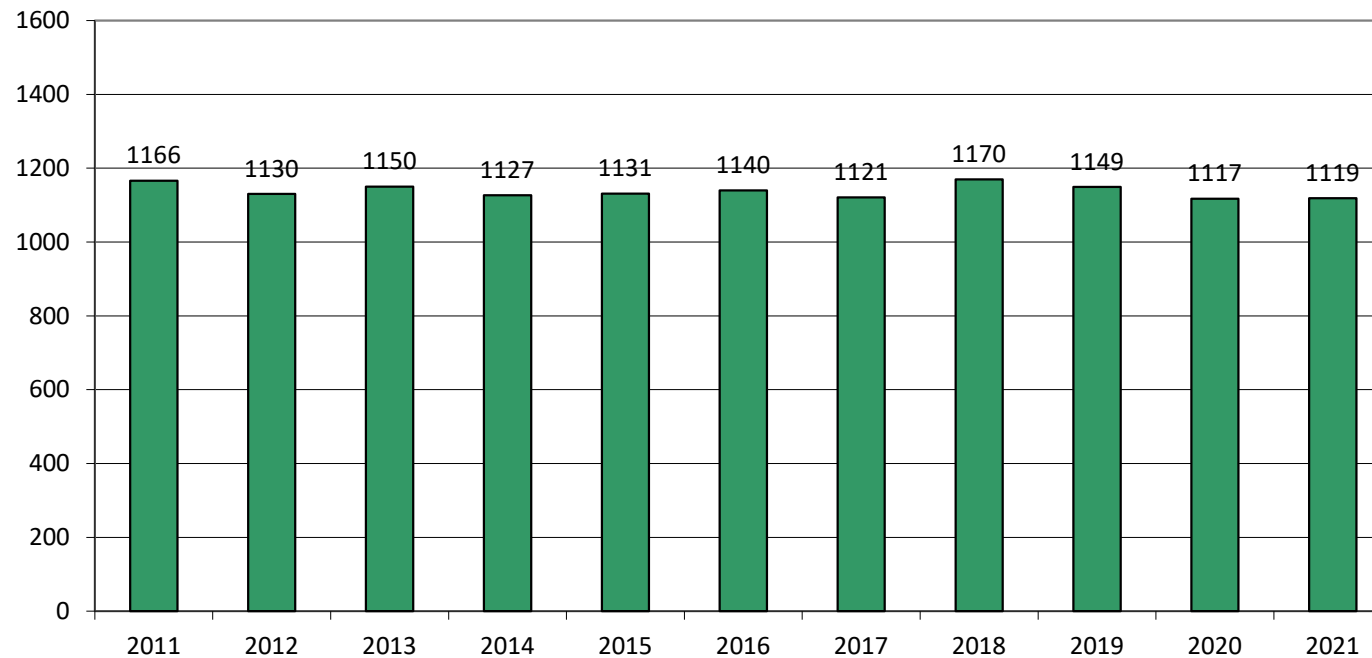
*Birth data provided by Public Health Vital Records Departments in each state.

Historical Enrollment in Grade Combinations									
Year	K-3	4-6	K-6	PK-3	PK-6	6-8	7-8	7-12	9-12
2011-12	332	262	594	351	613	284	202	572	370
2012-13	288	286	574	317	603	277	183	556	373
2013-14	267	301	568	300	601	279	182	582	400
2014-15	247	296	543	275	571	302	200	584	384
2015-16	261	271	532	287	558	313	204	599	395
2016-17	286	242	528	310	552	320	218	612	394
2017-18	295	219	514	314	533	278	210	607	397
2018-19	290	244	534	329	573	290	211	636	425
2019-20	313	246	559	332	578	243	163	590	427
2020-21	307	250	557	322	572	256	166	560	394
2021-22	328	247	575	340	587	248	168	544	376

Historical Percentage Changes			
Year	K-12	Diff.	%
2011-12	1166	0	0.0%
2012-13	1130	-36	-3.1%
2013-14	1150	20	1.8%
2014-15	1127	-23	-2.0%
2015-16	1131	4	0.4%
2016-17	1140	9	0.8%
2017-18	1121	-19	-1.7%
2018-19	1170	49	4.4%
2019-20	1149	-21	-1.8%
2020-21	1117	-32	-2.8%
2021-22	1119	2	0.2%
Change		-47	-4.0%

Historical Enrollment

K-12, 2011-2021



Projected Enrollment

School District: Brookline, NH

10/12/2021

Enrollment Projections By Grade*																				
Birth Year	Births*		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2016	57		2021-22	12	81	81	82	84	87	80	80	92	76	88	79	97	112	0	1119	1131
2017	36		2022-23	12	51	86	89	89	87	90	82	86	88	73	92	80	100	0	1093	1105
2018	41		2023-24	13	58	54	94	96	92	90	92	89	83	85	76	93	82	0	1084	1097
2019	57		2024-25	13	81	62	59	102	99	95	92	99	85	80	88	77	96	0	1115	1128
2020	59	0	2025-26	14	84	86	68	64	105	102	97	99	95	82	83	89	79	0	1133	1147
2021	50	(est.)	2026-27	14	71	90	94	74	66	108	104	105	95	92	85	84	92	0	1160	1174
2022	49	(est.)	2027-28	15	69	76	98	102	76	68	110	112	101	92	96	86	87	0	1173	1188
2023	51	(est.)	2028-29	15	73	74	83	106	105	79	69	119	108	97	96	97	89	0	1195	1210
2024	53	(est.)	2029-30	16	75	78	81	90	109	108	81	75	114	104	101	97	100	0	1213	1229
2025	52	(est.)	2030-31	16	74	80	85	88	93	113	110	87	72	110	108	102	100	0	1222	1238
2026	51	(est.)	2031-32	17	72	79	88	92	91	96	115	119	84	69	114	109	105	0	1233	1250

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births

Based on children already born

Based on students already enrolled

*Birth data provided by Public Health Vital Records Departments in each state.

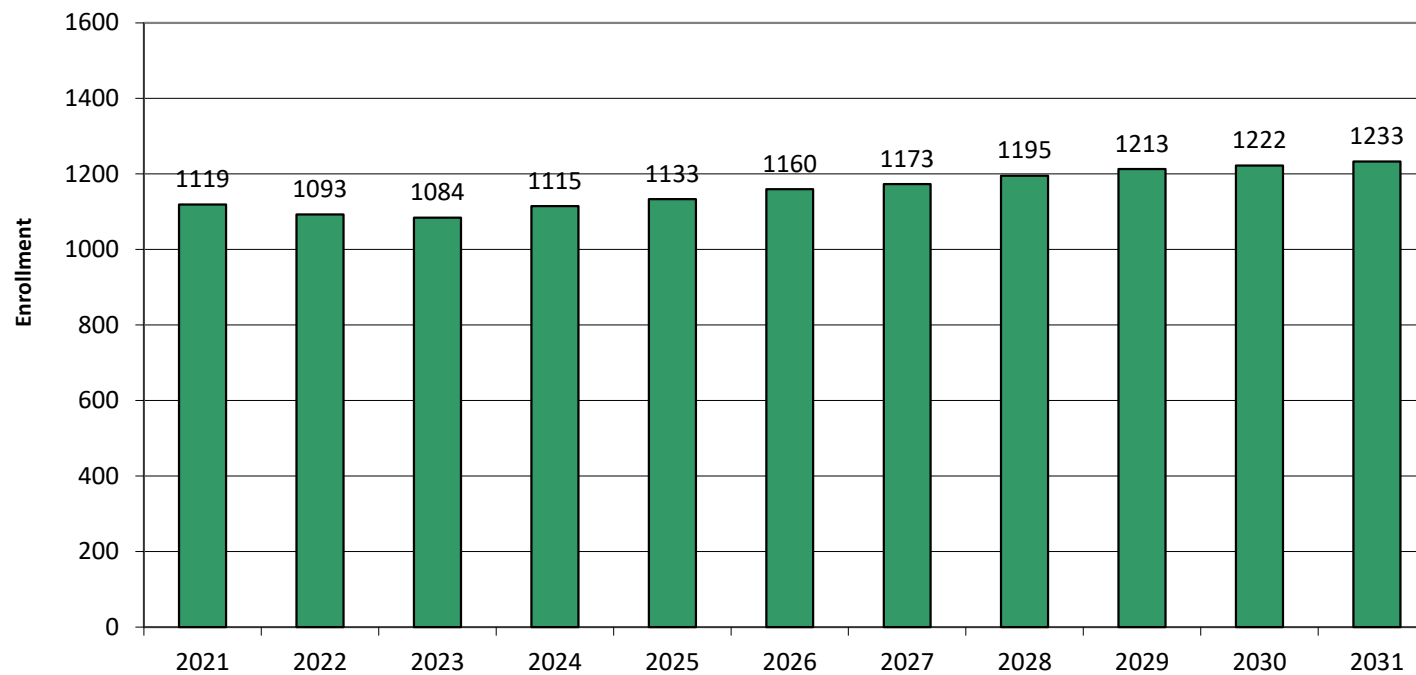
Projected Enrollment in Grade Combinations*									
Year	K-3	4-6	K-6	PK-3	PK-6	6-8	7-8	7-12	9-12
2021-22	328	247	575	340	587	248	168	544	376
2022-23	315	259	574	327	586	256	174	519	345
2023-24	302	274	576	315	589	264	172	508	336
2024-25	304	286	590	317	603	276	184	525	341
2025-26	302	304	606	316	620	291	194	527	333
2026-27	329	278	607	343	621	304	200	553	353
2027-28	345	254	599	360	614	323	213	574	361
2028-29	336	253	589	351	604	296	227	606	379
2029-30	324	298	622	340	638	270	189	591	402
2030-31	327	316	643	343	659	269	159	579	420
2031-32	331	302	633	348	650	318	203	600	397

Projected Percentage Changes			
Year	K-12	Diff.	%
2021-22	1119	0	0.0%
2022-23	1093	-26	-2.3%
2023-24	1084	-9	-0.8%
2024-25	1115	31	2.9%
2025-26	1133	18	1.6%
2026-27	1160	27	2.4%
2027-28	1173	13	1.1%
2028-29	1195	22	1.9%
2029-30	1213	18	1.5%
2030-31	1222	9	0.7%
2031-32	1233	11	0.9%
Change	114		10.2%

*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.

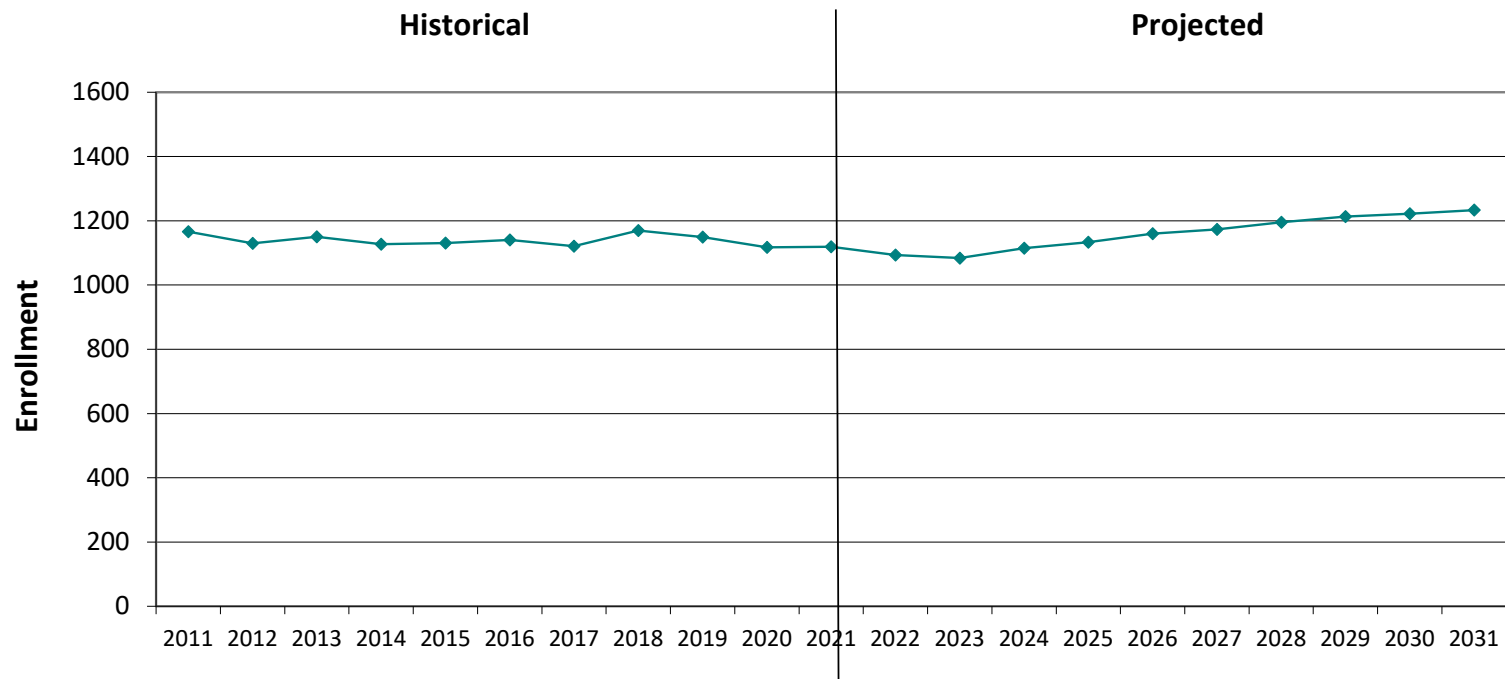
Projected Enrollment

K-12 To 2031 Based On Data Through School Year 2021-22

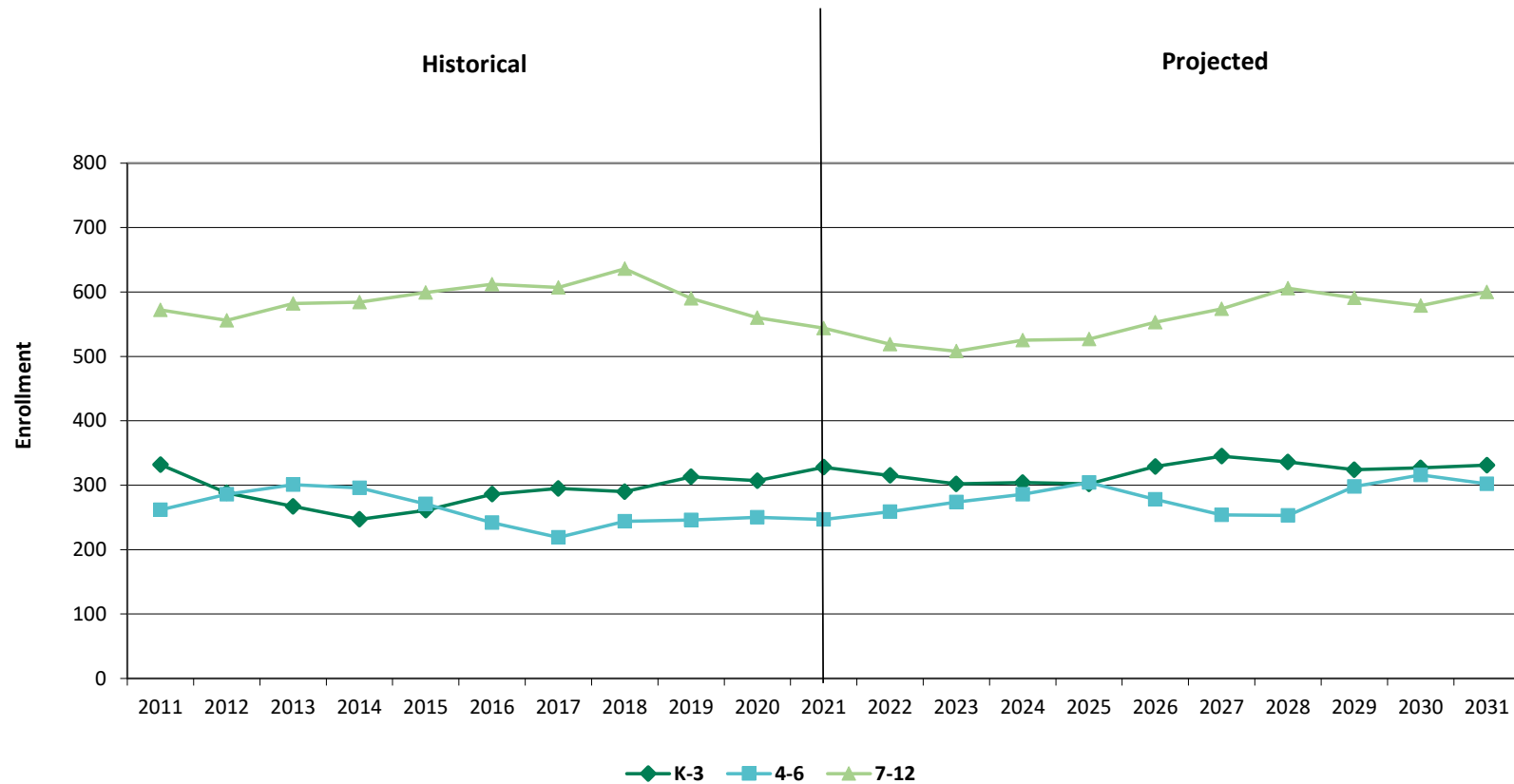


Historical & Projected Enrollment

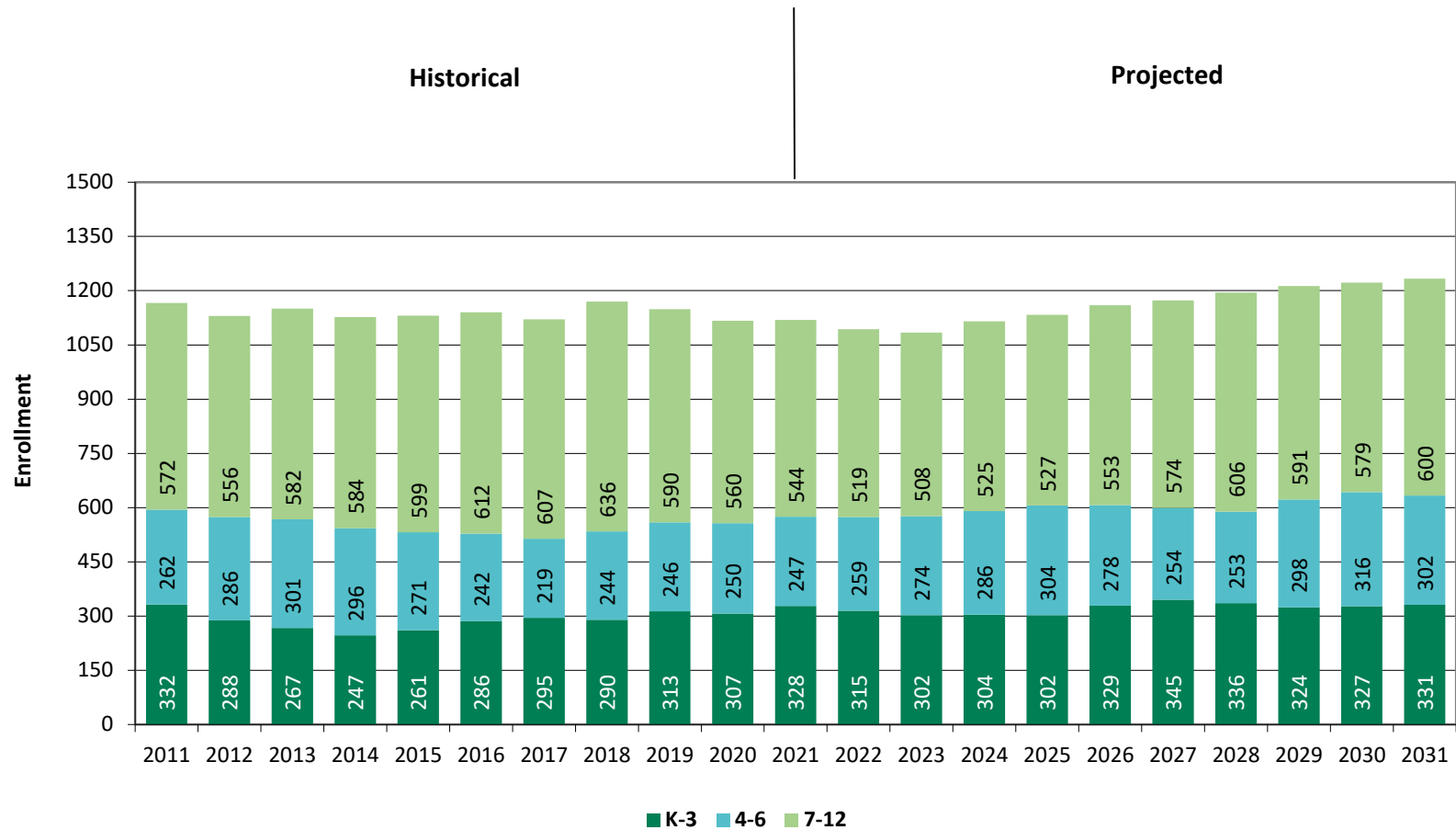
K-12, 2011-2031



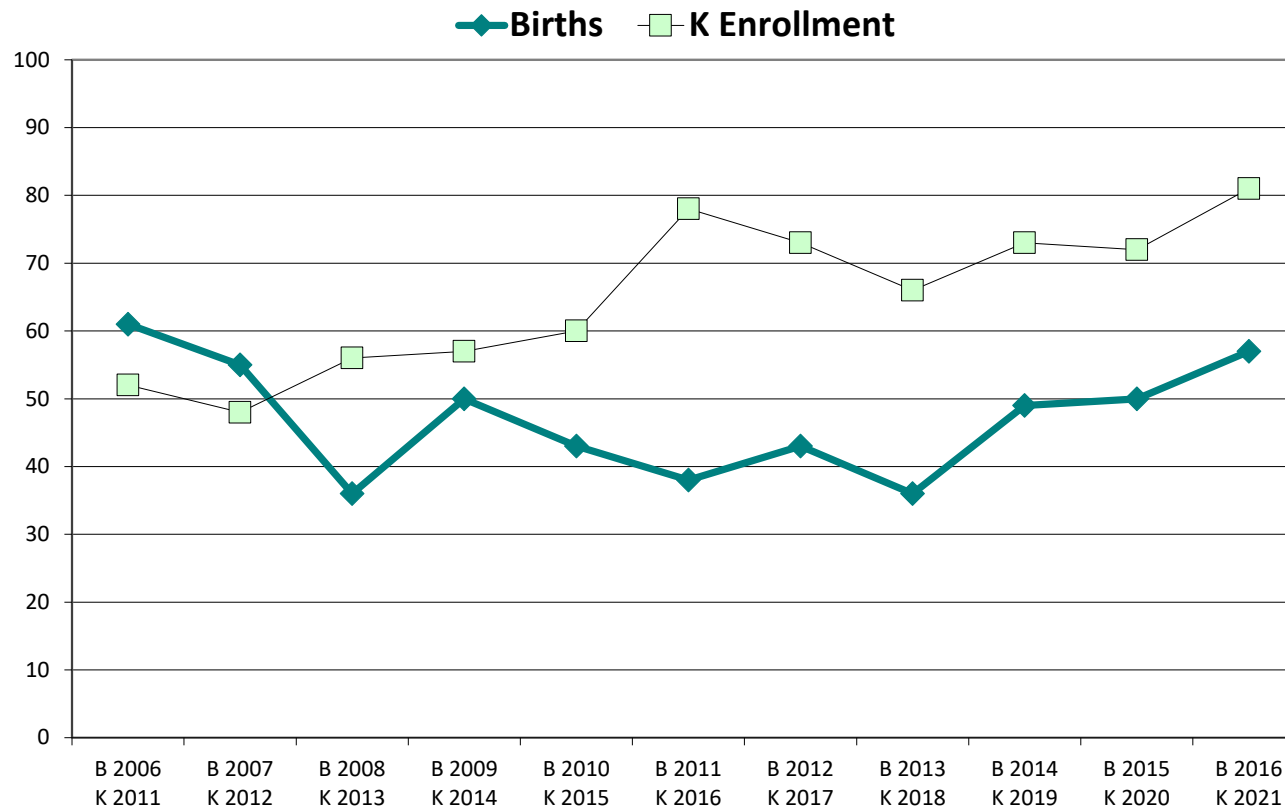
Historical & Projected Enrollments in Grade Combinations



Historical & Projected Enrollments in Grade Combinations



Birth-to-Kindergarten Relationship



Additional Data

Building Permits Issued (Source: HUD)		
Year	Single-Family	Multi-Units
2011	7	0
2017	22	0
2018	23	0
2019	22	0
2020	23	0
2021	0 to date	0 to date

Enrollment History*		
Year	Career-Tech 9-12 Total	Non-Public K-12 Total
2011-12	n/a	n/a
2017-18	n/a	n/a
2018-19	n/a	n/a
2019-20	n/a	n/a
2020-21	n/a	n/a
2021-22	n/a	n/a

Residents in Non-Public Independent and Parochial Schools (General Education)*														
Enrollments as of Oct. 1	K	1	2	3	4	5	6	7	8	9	10	11	12	K-12 TOTAL
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

K-12 Home-Schooled Students*	
2021	18

K-12 Residents in Charter or Magnet Schools, or Choiced-out*	
2021	n/a

K-12 Special Education Outplaced Students*	
2021	5

K-12 Tuitioned-In, Choiced-In, & Other Non-Residents*	
2021	8

*The above data were provided by the district, with the exception of building permit data (provided by HUD).

"n/a" signifies that information was not provided by District.

New England's PK-12 Enrollments The "Big Picture"

From 2018 to 2029, the U.S. Department of Education anticipates changes in PK-12 enrollment of +3.3% in the South; +0.9% in the West, -1.8% in the Midwest; and -2.6% in the Northeast.

State	Fall 2018 PK - 12	Fall 2029 Projected	PK-12 Decline	% Change, 2018-2029
CT	526,634	478,000	-48,634	-9.2%
ME	180,461	174,500	-5,961	-3.3%
MA	962,297	945,400	-16,897	-1.8%
NH	178,515	166,100	-12,415	-6.9%
RI	143,436	139,900	-3,536	-2.5%
VT	87,074	82,000	-5,074	-5.8%

SOURCE: U.S. Department of Education, National Center for Education Statistics, Table 203.20, August 2020

Note: Data collected prior to 2020 Coronavirus pandemic.

Although most New England districts are seeing a decline in the number of births, NESDEC's experience indicates that the impact on enrollment varies from one district to the next. Almost half of New England Districts have been growing in PK-12 enrollment, and a similar number are declining (often in rural areas), with the other districts remaining stable.

Reliability and Use of this Document

PROJECTION METHODOLOGY

Cohort component (survival) technique is a frequently used method of preparing enrollment forecasts. NESDEC uses this method, but modifies it in order to move away from forecasts that are wholly computer- or formula-driven. Such modification permits the incorporation of important, current district-specific information into the generation of enrollment forecasts (such as in/out-migration of students, resident births, HUD-reported building permits, etc.). Percentages are calculated from the historical enrollment data to determine a reliable percentage of increase or decrease in enrollment between any two grades. For example, if 100 students enrolled in Grade 1 in 2018-19 increased to 104 students in Grade 2 in 2019-20, the percentage of survival would be 104%, or a ratio of 1.04. Ratios are calculated between each pair of grades or years in school over several recent years.

After study and analysis of the historical ratios, and based upon a reasonable set of assumptions regarding births, migration rates, retention rates, etc., ratios most indicative of future growth patterns are determined for each pair of grades. The ratios thus selected are applied to the present enrollment statistics to project into future years. The ratios are the key factors in the reliability of the projections, assuming validity of the data at the starting point.

RELIABILITY OF ENROLLMENT PROJECTIONS

Projections can serve as useful guides to school administrators for educational planning. Projections are generally most reliable when they are closest in time to the current year, and the more stable the variables noted above, the easier and more reliable the projections. Projections six to ten years out may serve as a guide to future enrollments and are useful for facility planning purposes, but they should be viewed as subject to change, given the likelihood of changes in the underlying assumptions/trends.

Projections that are based upon **the children who already are in the district** (the current K-12 population only) will be the most reliable; the second level of reliability will be for those children already **born into the community but not yet old enough to be in school**. The least reliable category is the group for which an estimate must be made **to predict the number of births**, thereby adding additional uncertainty. See these three multi-colored groupings on the "Projected Enrollment" slide/page.

Annual updates allow for early identification of recent changes in historical trends. When the actual enrollment in a grade is significantly different (higher or lower) from the projected number, it is important (yet difficult) to determine whether this is a one-year aberration or whether a new trend may have begun. **In light of this possibility, NESDEC urges all school districts to have updated enrollment forecasts developed by NESDEC each October.** This service is available at no cost to affiliated school districts.

USING THIS INFORMATION ELECTRONICALLY

If you would like to extract the information contained in this report for your own documents or presentations, you can use screenshots, which can be inserted into PowerPoint slides, Word documents, etc. Because screenshots create graphics, the image is not editable. Please feel free to contact us if you need assistance in this matter, by phone (508-481-9444) or by email (ep@nesdec.org).



Captain Samuel Douglass Academy
4th through 6th Grade
Educational Capacity Calculations
DRAFT

NAME	Total Area (SF)	Min. sf/ pupil (per Ed 321.10)	Maximum Number of Students
Elementary School for Grades 4 through 6			
Grade 4	1,157	36	32
Grade 4	1,153	36	32
Grade 4	1,155	36	32
Grade 4	1,157	36	32
Grade 4	1,158	36	32
Grade 5	1,149	36	32
Grade 5	1,159	36	32
Grade 5	1,161	36	32
Grade 5	1,155	36	32
Grade 5	1,158	36	32
Grade 6	900	36	25
Grade 6	900	36	25
Grade 6	900	36	25
Grade 6	900	36	25
Grade 6	900	36	25
Science	1,042	45	28
Resource	1,063	36	29
Music	1,214	36	33
Art	1,214	36	33
Educational Capacity			568



DRAFT

BROOKLINE HOLLIS SCHOOLS SCHOOL DISTRICT

Outline Technical Specifications Narrative

Date: 6/15/22

#	ITEM
1.1	<p>General Pricing Notes</p> <ul style="list-style-type: none"> Below is an architectural/ outline specification narrative and general notes for project preliminary estimating. Furnishings, Appliances and playground equipment are provided by Owner
2.1	<p>New Additions : per the drawings:</p> <ol style="list-style-type: none"> Running concrete foundation at insulated additions Building superstructure is structural steel without fireproofing (UNO) Metal roof deck throughout. Cellular acoustic deck at any multipurpose rooms All Schools except RMMS: Brick façade with ground face block accent bands from ground to bottom of window sills, 5" mineral wool insulation and liquid applied A/V barrier over Densglass gold sheathing and structural metal studs. RMMS to have wood siding to match existing siding and azek trim Considering concealed fastener metal panels window sill to bottom of roof soffits UNO. Tall spaces (multipurpose room, library, and music rooms shall have brick facades First floor slab on grade with 2" xps insulation board within 4 feet of the perimeter wall. 2" XPS insulation board at all perimeter foundation walls to 4 feet below slab UNO. All schools except RMMS: Roof, UNO is PVC fully adhered, white, w/ 6" polyisocyanurate insulated roof with 1 inch cover board and walk pads. Roof is flat with metal trim edge. Snow guards at and gutters and downspouts at all entries/ exits Roof at RMMS is sloped asphalt shingle roof Windows: <ol style="list-style-type: none"> All windows are aluminum double hung unless otherwise noted (UON) Aluminum storefront windows at entry, corridor and exit sidelights, clearstory windows at multipurpose room and library. Borrowed lite windows with hollow metal frames from corridor to main office, art and maker spaces. Exterior glass is insulated. See security. Doors <ol style="list-style-type: none"> All new exterior service and classroom doors are welded HM in HM frames painted. Classroom doors are half lite. Service doors are flush with peep holes. Egress stair and corridor exterior doors and building entrances are aluminum storefront Interior fire doors and stair fire rated maple doors with glass lites and magnetic hold open. All corridor doors are smoke rated and storage doors are one hour rated.

E. All other interior doors are wood doors with 1/2 internal lites with sidelights. All doors and sidelights have visions shades (for security).

F. Hardware and glass: see security

15. Interior partitions are:

A. Smoke partitions at all corridors are 6" metal studs with acoustic batt insulation and GWB each side

B. 2 hour rated CMU fire wall, locations to be confirmed

C. 12" CMU at multipurpose room and cafeteria addition.

D. Acoustic wall and ceiling panels:

i. Multipurpose room shall have 8 foot tectum wall panels in four colors at the entire perimeter

ii. Music room shall have 4 feet high applied fabric acoustic panels at entire perimeter. One wall shall have custom shapes and color.

E. All partitions UON: metal stud with GWB each side to the deck above. All partitions shall have acoustic batt insulation inside partition and between deck flutes.

F. Classroom (student space) stud partitions shall have one additional layer one side to deck above. Acoustic batt insulation inside partition and between deck flutes.

G. Acoustic sealant at all walls not fire rated.

16. Flooring:

A. Walk off carpet recessed at all vestibules

B. Porcelain tile at lobby and toilets.

C. Carpet at administration suite, guidance and media center

D. Rubber hammered finish at all stairs and intermediate landings

E. Linoleum tile (Marmoleum MCT) at all other rooms UNO

F. Resilient athletic flooring at multipurpose room

17. Finishes

A. Paint interior wall surfaces with new VCB except mechanical room.

B. 3 vertical and one horizontal Schluter reveal at corridor for each interior door.

C. 3 foot high porcelain tile wainscot at all corridors (alternate)

D. Porcelain tile walls at all toilet rooms to 7' AFF

E. Mechanical room, all electrical rooms and IT closets are exposed structure above.

F. All ceilings are 2 x 4 ACT UON

G. All corridor ceilings are 2 x 2 ACT

H. Special acoustic tile ceilings in music room with spring isolators

I. 9 foot ACT ceilings in all locations UNO. 11 ft ACT in Lobby, library and corridor intersections

18. Millwork:

A. Display case in lobby at library, maker spaces and art

B. 12 foot long maple seating benches at each gang toilet room corridor

C. 25 maple cubbies in each general classroom for elementary schools. (Whitney Brothers: Model WB1740)

D. 12 foot base cabinet/ counter with wall cabinets plus two teacher storage cabinets at each classroom and instructional spaces over 700 sf.

E. Specialty millwork at Main office reception, maker space, library, art.

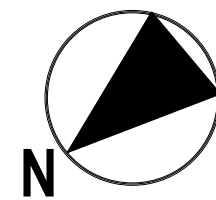
F. All millwork plastic laminate with pvc edging UNO

	<ul style="list-style-type: none"> G. Solid surface countertops at office reception desk, library circulation, nurse office and toilet vanities H. Epoxy countertops at Art, science and Maker spaces <p>19. Specialty items:</p> <ul style="list-style-type: none"> A. Motorized shades at all skylights and clearstory windows B. Marker boards and tack boards in all instruction rooms (including individual instruction) C. High and low tack strips along the full length of all corridors D. 3 locations of custom vinyl wall graphics. Estimate 40 foot long each <p>20. Security:</p> <ul style="list-style-type: none"> A. Key card access at all main entry exterior doors except classrooms and mechanical plus interior vestibule and main office door from vestibule. B. School guard security glass (SSG-5) at all main entry exterior doors, storefront and sidelight below 7 feet and at main office, assistant and principal offices and library.
4.2	MEP- see OUTLINE SPECIFICATION NARRATIVE

NH DOT Name and Number and/or Project Title: SAU #41 - Captain Samuel Douglass Academy - Building Renovation & HVAC Upgrade		DHR R&C #:
RPR Table 2: PROPERTIES WITHIN THE AREA OF POTENTIAL EFFECT; NOT YET SURVEYED		
Resource Identification (Any locational information that is cross-referenced with both mapping and photos; i.e. address, parcel number, mile marker)	Estimated Construction Date	Basis for date: owner info., visual, municipal records etc.
Original Building	2000	Owner Info
		Owner Info
		Owner Info
		Owner Info
**Add rows as necessary		



1 ADDITIONS DIAGRAM
Scale: 1" = 30'-0"



CAPTAIN SAMUEL DOUGLASS ACADEMY

24 TOWNSEND HILL RD
BROOKLINE, NH 03033
9/14/21



Captain Samuel Davis Academy



Legend

Parcels

Parcel Polygons

Attributes for Additional Lines

State

County

City/Town

Map Scale

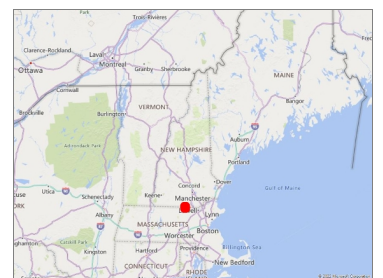
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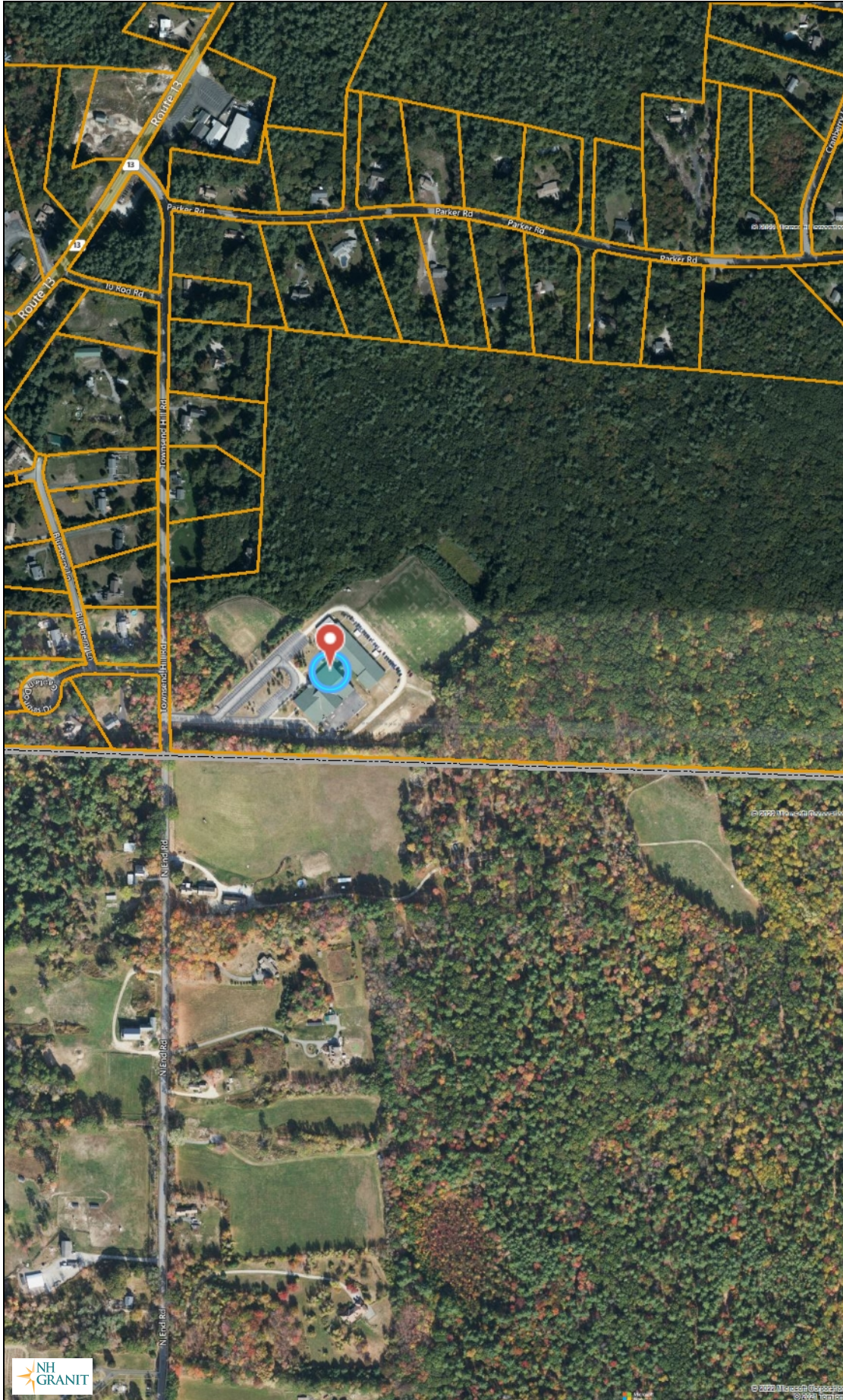
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Notes



Captain Samuel David Academy




Legend

- Parcels
 - Parcel Polygons
 - Attributes for Additional Lines
 - State
 - County
 - City/Town


Map Scale
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A circular icon with a black border containing a white arrow pointing upwards, representing North.


Map Scale
1: 6,494

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A circular icon with a black border containing a white arrow pointing upwards, representing North.


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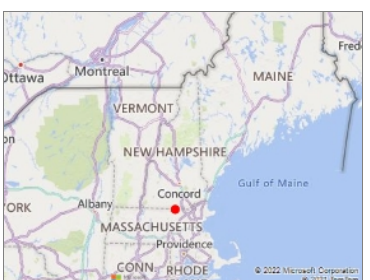
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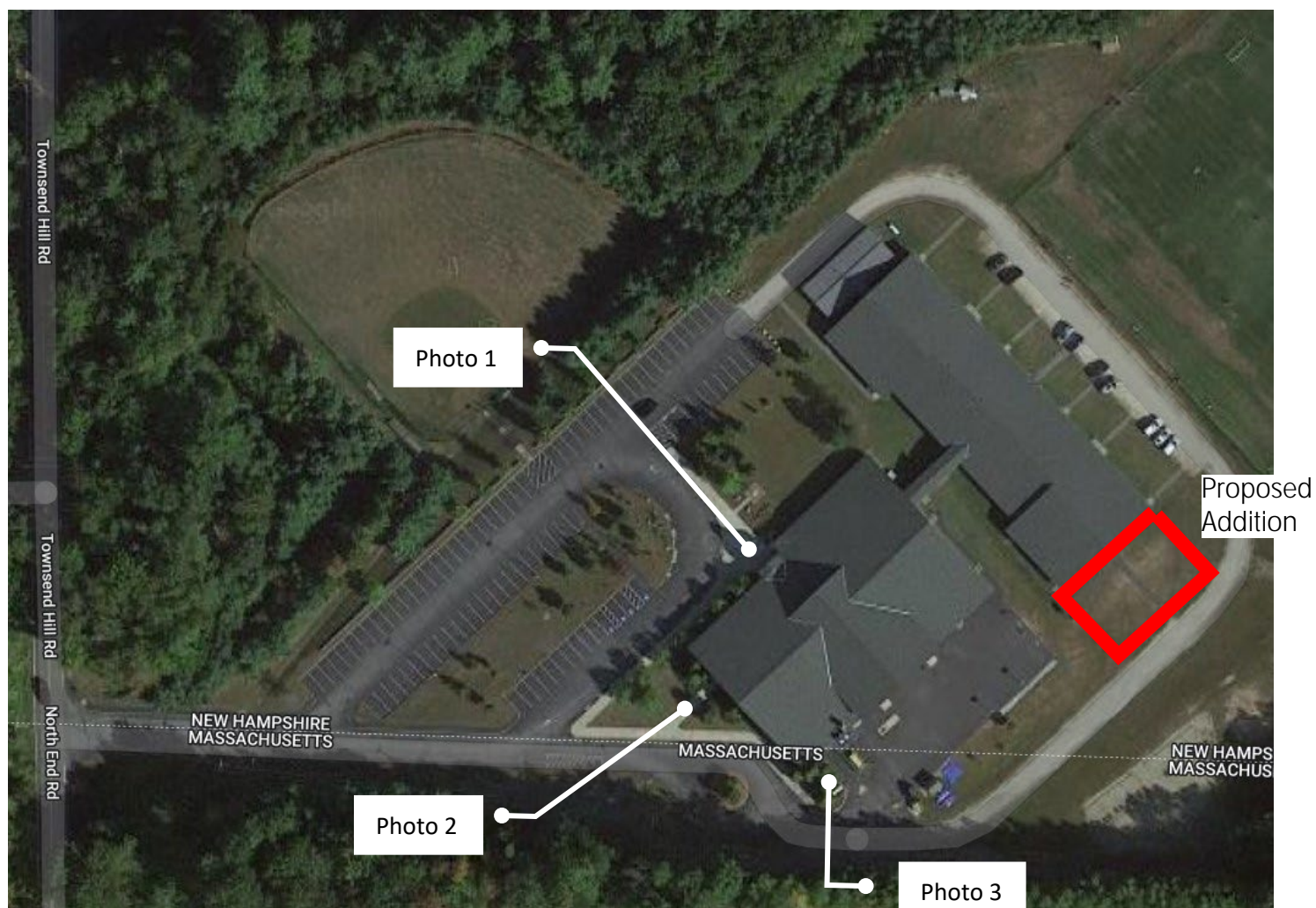
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1: 6,494

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Map Generated: 6/28/2022

A circular icon with a black border containing a white arrow pointing upwards, representing North.

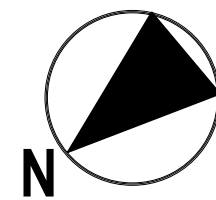
Notes







1 ADDITIONS DIAGRAM
Scale: 1" = 30'-0"



CAPTAIN SAMUEL DOUGLASS ACADEMY

24 TOWNSEND HILL RD
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9/14/21

