

**Monadnock Regional School District
Finance/Facilities Committee Meeting Minutes
February 6, 2024
SAU Conference Room, Swanzey, NH**

Board Members Present: Cheryl McDaniel-Thomas, Scott Peters and Betty Tatro
Absent: Stephanie Lawlor

Administration Present: J. Morin, Business Administrator, T. Breen, Director of Building and Grounds and K. Barker, Architect via Zoom.

1. Public Comments: There were no public comments.

2. Elementary School Renovation Project: K. Barker would like to update the committee on MTC and then Emerson. The drawings and specifications for MTC should be going out to bid in 2 more weeks. The bidders have lots of questions. There is an addendum and maybe a second one in order to give the bidders the information they need. Everything is going well according to Hutter. K. Barker is in contact with the State Fire Marshall and the local fire department for the permits. The permits from the State are about 2 or 3 months out. We are on track to start with the renovation process at MTC this summer. If the bids come back too high we will be able to make changes to fit within the budget. There are no red flags at this point. There are supply chain issues. Some of the items have a lead time of 18 months out. S. Peters explained that March will be the turn of the Board and it will reorganize. He asked if the Board will need a team to help with communication on a weekly or monthly update. K. Barker said that is a great idea but he does not have advice for that. S. Peters commented that the Troy students will be an issue and we need to communicate that information to the parents. We will need to communicate in advance of the ground breaking at Troy. The work being done at MTC over the summer will need to be communicated to the parents. The school site will look completely different when the students return to school in the Fall. S. Peters would suggest large signage at MTC. He also asked about the summer programs. J. Morin explained at the Wednesday meetings the group is already discussing that. There will be work at Emerson this summer and next summer with additions this summer and renovations next summer. K. Barker said that it seems that Emerson and Gilsum are so similar that they will get both of the drawings done. Gilsum will definitely be done next summer. There is cost savings and time savings by not extending it. Troy is a bit more difficult. Do the work at Emerson and maybe bring the students to Emerson. We will focus on Emerson and MTC and then Troy in June 2025. We have 15 months to make decisions. Hutter will complete the 2 new classrooms at Emerson which may help with what to do with the Troy students. Emerson has 30% of the architectural drawings complete and will start to put it out for bid. K. Barker, W.V. Engineering and Hutter Construction will be at Emerson on February 23, 2024 to look at the mechanical units. J. Morin explained that the district has hired Andrew Day as the Project Manager. She said

he is a great fit. K. Barker said they are really excited. J. Morin said they are finishing up the contract and Andrew Day is very anxious and eager to start. K. Barker would caution not to message information out too soon, make sure first.

It was explained that S.Peters and L. Sutton are in charge of making any changes to the Project website. K. Barker suggested posting construction photos to the website.

3. Approval of the December 12, 2023 Facilities/Finance Meeting Minutes:

MOTION: S.Peters **MOVED** to approve the December 12, 2023 Fin/Fac.Meeting Minutes as presented. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

4. Business Administrator's Report: J. Morin presented the Monthly Expense Report to the committee. There is 2.46% of the budget remaining. She explained that the District would not be in a better spot if we did not move out of district placements to the ESSER Account. There will be a large budget transfer of \$560,000.00. J. Morin informed the committee that there was a meeting today and 2 students will be leaving out of district placements before the end of the school year, one is aging out. There will be no spending after April break. The Budget Committee receives a detailed report and she will share it with this committee at the next meeting.

5. Facilities Report: T. Breen explained that the Building and Grounds Dept. is fixing things with what they have. Things are so expensive. We have used almost all of our vehicle repair money. We are fixing a lot things in house.

6. Public Comments: There were no public comments.

7. Adjourn: MOTION: S. Peters **MOVED** to adjourn the meeting at 6:41 PM. **SECOND:** C. McDaniel-Thomas **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary