

Monadnock Regional School District
Finance/Facilities Committee Meeting Minutes
August 8, 2023
MRMHS Library/via Zoom, Swanzey, NH

Board Members Present: Cheryl McDaniel-Thomas and Betty Tatro **Absent:** Stephanie Lawlor
Administration Present: J. Morin, Business Administrator and T. Breen, Dir. of Building and Grounds.

Also Present: K. Barker, Architect via Zoom

1. **Public Comments:** There were no public comments.
2. **Approval of the June 13, 2023:** The committee will approve the June 13, 2023 Fin/Fac Committee Meeting Minutes at their next meeting.
3. **Elementary School Renovation Project:** K.Barker updated the committee on the drawing for MTC. He explained that there is a lot going on. Every Wednesday he meets with J. Morin, T. Breen and J. Rathbun to discuss the project. K.Barker presented the plans for the framework from the engineers. The softball field will be ready to go out to bid with Hutter. The softball field will be rebuilt on the high school side of the road and ready for next season. The field will replicate the current one. By moving the softball field, it displaces the Field Hockey field but that will move to the MTC side of the road. The engineers are pretty close to being done. The moving of the softball field is crucial to the construction. We believe the grass will be ready for the softball field. The field hockey grass will be used and the diamond will be in the dirt area. K. Barker began to show the committee the amount of work his team has been doing for each school from the structural engineer to the architectural team. There were roof plans, a code analysis to be shared with the Fire Dept. and the Fire Marshall, demolishing plans, key plans, ceiling plans that include the lightning and other devices in the ceiling and several finishing plans that include the color of paint, flooring, wall section and building sections. There are a lot of drawings and several sheets of detail. To complete it will take about 1000 hours, about 6 months. We have a great start. He explained that he has a separate team working on the Emerson renovation plans. This will allow them to get the cost ready when Hutter is ready. MTC will be steel frame and brick. Emerson is a wood frame, a totally different style. It made sense to put a special team on Emerson. This will allow 2 projects to move forward at once. He wanted to update the committee on the work that he and his team have been doing. C. McDaniel-Thomas said that he presented a lot more detail than she ever realized. B.Tatro is thankful for the update. This information can be given to the public. T.Breen expressed his concern with the courtyards. K. Barker said he would agree but at MTC there is nothing he could do. J. Morin presented a job description for an OPM. She feels that the District should hire one soon. J. Morin sent the OPM job description to K. Barker to review. He said the OPM is an individual who will go to the job site on a regular basis and is knowledgeable about the plans. He or She is the eyes and ears of the

architect and the owner on the field. He knows some OPM in the Keene area. He would caution the Board from hiring a retired contractor. They are usually friendly with all of the contractors. They are buddies and may take short cuts. It is better to hire an engineer. They should be knowledgeable on the maintenance standpoint. Get involved early. They are the watchdog. This is not a full-time position at first with one or two schools but when they are all going at once it may become a full-time job. J. Morin explained it is due Sept. 1, 2023 and the interviews will take place on Sept. 14-15. K. Barker said there is a budget of \$260,000.00 for the Clerk of the Works. ***K.Barker leaves the meeting.***

4. Monthly Expense Report-J. Morin: J. Morin explained that they are closing for the bond tomorrow. Not sure when we are getting the Building Aid from the State but they are ready. The State is looking for a little more information. They may be looking for the Clerk of the Works. We received a much better rate and the District will save several millions over the 20 years of the bond.

J.Morin explained they did the last check run and does not believe the \$906,055.04 will change much as far as the unexpended fund balance for FY 22-23. There are some purchase orders to close out still. There are vacancies but they are being filled. The report for FY 23-24 is really early in the year. The salary and benefits for the staff have been encumbered. There are a few budget transfers coming for the next Board Meeting.

5. Building and Grounds Report-T.Breen: T.Breen reported that the roof at the MS/HS has been completed. There is a leak in the roof unit, not the new roof. He reported that the 700 and 800 Wings are moving along. They have had to make changes in the summer maintenance due to that work. There is a lot of work to get done. Beyond the Bell has been a challenge regarding the summer cleaning due to so many kids.

6. Adjourn: MOTION: C.McDaniel-Thomas **MOVED** to adjourn the meeting at 8:31 PM. **SECOND:** B.Tatro **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
MRSD Recording Secretary