

**Monadnock Regional School District Finance/
Facilities Committee Meeting Minutes
April 11, 2023
MRMHS Library/via Zoom, Swanzey, NH**

Board Members Present: Scott Peters, 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

1. Nomination of Chair: MOTION: S. Peters **MOVED** to nominate B. Tatro as the Chair of the Finance/Facilities Committee. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

2. Public Comments: There were no public comments.

3. Finance/Facilities Charter: The members of the committee read the Charter, agreed with what they read and made no edits. **MOTION:** B. Tatro **MOVED** to forward the Finance/Facilities Charter to the full Board for approval. **SECOND:** C. McDaniel-Thomas **VOTE:** Unanimous for those present. **Motion passes.**

4. Finance/Facilities Goals: The committee reviewed the current goals and made a few changes.

Goal number 2 and number 3 are unchanged. **Goal #2:** By Sept. 30 Update the CIP in both the timeline and written format. **Goal #3:** By October 31 Present the document plan to the Budget Committee for consideration. This presentation is separate from the Annual Joint Meeting of the Budget Committee and the full Board. **Goal #4:** Optional as time allows: Review the Policies in Book D and Book F assigned by the Policy Committee and provide recommendations.

The committee discussed with K. Barker the list for the high school. K. Barker said the 500 Wing is possibly next. J. Morin reminded the committee that we told the taxpayers there would be no big ticket items with the passing of the Elementary Renovation Project at this time. We need to honor that. It was mentioned that the roof over the 800 wings may need to be replaced. K. Barker said that we need a deeper dive, more than looking at the physical plant. We may need to speak to the staff. We have never really looked at the programs. J. Morin mentioned that the

School Board is handling the notification system. C. McDaniel-Thomas asked about gender neutral bathrooms. It was mentioned that currently there are none. It was also mentioned to have the tennis courts and parking lots included on the list. K. Barker will add the code related issues. K. Barker mentioned when the Elementary School Renovation Project begins he will report monthly to this committee and once every couple of months to the full Board. We will not go to the Board for every item but we will report to the Board. If there are items not covered due to inflation they will be put on the CIP. K. Barker explained he has reviewed the worksheets, broken down and filtered out the task work in the order for it to happen. It would not be a sudden decision and he will give the committee a heads up.

Goal #1 Ongoing through the Year: Monitor the progress of the Elementary School Renovation Project. Review options presented by the Construction and Architect Firm and make recommendations to the full Board as needed.

The Clerk of the Works was discussed. It was mentioned that this is a district position and that a small administrative team of the district should do the interviewing process. K. Barker would suggest that the position be hired sooner than later in order to be part of the design process. In order to be familiar with everything. J. Morin said soon means after July when we have the funds. We should have the job description ready to post but not hire until we have the funding. S. Peters said do the posting, interview process soon in his opinion. J. Morin commented if we go through the whole process, hire the person and we don't get the funding that would stink. S. Peters suggested an anticipated posting position. K. Barker said there is \$260,000.00 in the budget for the position, 2 years and 20 hours a week position. There are no benefits. It was mentioned that retired people usually apply for this position. K. Barker said they usually have their own company and are covered by their own insurance. **MOTION:** B. Tatro **MOVED** to forward the Finance/Facilities Goals as presented to the full Board for approval. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes. S. Peters leaves the meeting.**

5. Discussion regarding Building Aid: K. Barker explained that he has heard rumors about passing a bill to upgrade the Building Aid process. Rochester does not have a site or a plan but only needs a dozen people to vote yes. K. Barker said any work prior to the Building Aid will not be covered. J. Morin read an email and it explained that Monadnock will move up to #2 on the list. We cannot assume Building Aid until they give us the formal award notification. We cannot submit the bond application until we receive the State Building Aid. It is a catch 22. K. Barker

would suggest watching the rates and if they go up submit sooner. The committee discussed what might be the process of the plan. K. Barker would suggest starting with MTC. The construction will impact the softball field. The new softball field will have to be moved on the MTC site. The septic is in the way and will need to be rebuilt and replacement. The septic and the playfield design before July to get it done.

6. Facilities Report: T. Breen reported that Granite State Glass was in for the 700 and 800 Wings. There are 3 bids from 3 moving companies. They will empty the 700 and 800 Wings before and after the renovations happen. This entire project will take 77 days to complete. The rigging and curtains in the auditorium will be completed over April vacation. The committee discussed the Art teacher's request with K. Barker. Emerson School is getting new windows. This is being hired out. The company is Level Up. There are 3 bids for the new roof at the Middle/High School. He said it sounds like a busy summer.

7. Monthly Expense Report: J. Morin had emailed the Monthly Expense Report to the committee. She was able to encumber the Safe Grant Project, door notification and camera systems at the elementary schools. She explained that the remaining budget balance is at 5.3% and last year at this time it was 5.45%. There are a lot of retirees who are not encumbered. L. Spencer is trying to buy furniture for the 700 and 800 Wings, 4 classrooms. The new Tech. Ed. teacher has new ideas for the new computer lab in the amount of \$46,000.00. The computers are okay but the lessons need to be upgraded.

8. Adjourn:MOTION: B. Tatro **MOVED** to adjourn the meeting at 8:25 PM. **SECOND:** C.McDaneil-Thomas **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
MRSD Recording Secretary