

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
October 16, 2012**

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Jo-Ann Georgian, Mike Hogan, Nancy Barcelos, Doug Rolph, Don Woodworth, Kathie Dayotis, Michelle Gaydos, Angelo Fantasia, Nancy Steenson and Dr. Earl Metzler.

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this October 16, 2012 Timberlane Regional School District Facilities Committee meeting to order at 8:32 am.

Minutes

Mrs. Withee called for a motion to accept the September 11, 2012 Facilities Committee minutes.

MOTION: Mrs. Gaydos motioned to approve the September 11, 2012 Facilities Committee meeting minutes as presented. Mrs. Dayotis seconded. With no further discussion the motion passed with one abstention (Steenson).

2014 Budget – Project Priorities

Mr. Stokinger presented the 2014 proposed budget priorities list for review by committee members. The purpose of the review was to prioritize projects by category (2014 budget, 1-2 years out, and 3-5 years out). He noted the mini-gym is not included on the list as the infra-red scan is schedule to be done on Thursday, October 17th. The result of that test will determine the next steps in addressing the mini-gym. Any structural issues will need to be addressed as soon as possible.

Mrs. Withee asked committee members to be mindful of the bottom line as this is also a teacher contract year; any warrant article beyond the teachers' contract is not likely to pass. She recommended that public relation focus be on passing the teachers' contract with an advisory the mini-gym might need to be addressed the following year. Dr. Metzler agreed and noted they need to be honest in their approach in defining the needs of the mini-gym. It was noted that there is \$200k in the capital reserve fund and that those funds can only be expended by vote of the legislative body.

Mrs. Withee inquired about light tubes at the middle school noting this was brought up at the facilities tour. She stated she would like to see these tested in one room for one year prior to consideration for all classrooms. Mr. Hughes noted his opposition to installing light tubes citing they will not last due to the type of roofing on the schools. He also stated he is cautious about improvements to the middle school in relation to the building's long-term plan.

Committee members then proceeded to go over each item listed to determine its priority for the upcoming budget identifying items for the 2014 budget as follows:

Atkinson Academy: renovations to the 1803 build are placed on hold until the mini-gym has been taken care of, removal of 8 pumps and the installation of VFD pump system (\$26,000), and repair and insulate roof top duck work (estimated cost \$7,500), replace old main entrance door (\$6,100), reroof over classrooms (\$24,600), roof repairs 87 wing (\$5,500), and paint exterior café wall (\$1,950).

Danville Elementary: replace door #2 (\$5,500), awning over kindergarten entrance (\$6,500), and roof over the courtyard/playground entrance (estimated cost up to \$30,000).

District: window replacement scheduled on an annual basis (50 windows at \$16,500).

High School: athletic press box and storage (estimated cost \$50,000), rebuilding of ramps to modulars (\$5,500), paint exterior gym and café (\$4,100), paint mini-gym exterior (\$4,500), paint underside of walkway canopy (\$2,800), replace door #2 (\$5,000), replace room 402 exit door (\$2,400), replace room 402 slider (\$3,500), new counters and cabinets in room 402 (\$28,000), gym bleacher repair (\$7,300), install automatic gym bleacher (\$18,000), and storage shed for woodshop (\$8,400).

Middle School: paint exterior 7th wing courtyard (\$9,800), install glass wall in café (\$9,900), MAU w/RTU A/C and heating coil for café (\$36,460), and replace gym air handler unit #1 (\$36,000).

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Performing Arts Center: caulk and paint outside of building (\$15,000).

Pollard School: awning over main entrance (\$6,500), awning over door #5 (\$1,600), windows in café/gym (\$8,500), and replace door #5 (\$7,500).

SAU: install fire alarm system (\$9,500), and replace lower level air handler unit (\$7,100).

Sandown Central: vinyl soffit for the 87 wing (\$5,000), roof repairs to 87wing (\$6,000), replace door #2 (\$4,300) and replace door #9 (\$2,500).

Sandown North: exhaust in dish room (\$5,000), internet based building management system (\$25,000), and gym/café AC unit (\$40,000).

Site Renovations and Improvements:

Atkinson Academy: tree and brush removal (\$5,100).

Pollard: paving of bus circle and playground entrance road (\$63,300).

High School: water to concession stand (\$21,850), phase 1 paving (\$110,350), and sidewalk along Greenough road (\$21,750).

The committee engaged in general discussion relative to the total costs in comparison to previous years as well as upcoming non-facilities expenses. Generators for all schools was reviewed with the consensus being, besides Danville, all the other schools do not experience power outages that warrant units at this time. The proposed generator for Atkinson was moved out to the long range and totals were recalculated. Some items on the list received estimated costs as actual estimates had not yet been secured. Committee consensus was to move ahead with proposed budget as amended.

Concern was raised over the scheduling of summer projects and how this impacts instructional preparation as well as the burden to custodial/maintenance staff. It was acknowledged that although completing projects with in-house staff is less costly, it is not always practical given the timeframe staff has to complete the projects. Mr. Hughes and Mr. Stokinger will coordinate and set a final deadline for projects to be completed for next summer.

Mini-Gym: Mr. Hughes reported that once the infra-red scan is completed (tomorrow) they will get recommendation from the engineer about what to do next. It was suggested the status on the mini-gym be noted at the deliberative session whether or not it goes forward as a warrant article to keep the topic and the need to address it on the minds of the voters. (Infra-red scan → engineer's determination and recommendation → Facilities Committee for action plan.) Consensus was that unless it is determined the mini-gym poses a safety risk, no money will be budgeted for it in 2014. The committee will meet again on November 8, 2012 to discuss options. Mr. Stokinger will update the list and post to SharePoint for presentation to the school board.

Principal's Building Report

Mrs. Withee opened the meeting for principals to report on any facilities matters concerning their schools.

ATHLETICS

Mr. Fantasia indicated he was working with Mr. Hughes to prioritize one to two projects each year. They have completed improvements to the track, tennis courts, and installed fencing. They now need to focus on the press box. Mrs. Withee complimented on the condition of the JV and soccer fields noting the grounds have improved greatly. She stated the sewer pipe still needs to be addressed as well as a black ring (stain) on the middle school outside wall.

MIDDLE SCHOOL

Mr. Hogan stated the electrician crew did an excellent job getting the library area ready for school. He noted he has 14 windowless classrooms and wishes to continue a conversation about lighting tubes. He will also speak to Mr. Hughes and Dr. Metzler about spacing issues.

SANDOWN CENTRAL

Mr. Rolph reported his school is in great shape, though he does refer to it as the floating schools as he does not know what the future holds for it. He is having problems with locking doors and is currently working with Mr. Hughes on this.

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POLLARD

Mrs. Gaydos reported the PTA will begin discussions on providing new playground equipment.

SANDOWN NORTH

Mrs. Georgian shared a situation regarding a visitor to the school and a security breach with the front door. She is looking to remedy this malfunction as soon as possible. Mr. Hughes responded that corrections to the Danville security system have been made; they are now working out the bugs.

DANVILLE ELEMENTARY

Mrs. Barcelos stated her building is in good shape, commended her custodial staff and reported on the recent EEE scare in Danville. She noted the school district and town demonstrated great teamwork to get a plan in place and executed right away. Children have now been cleared to go outside for recess.

ATKINSON ACADEMY

Mrs. Dayotis stated she has no concerns at this time. She commended her new custodian who has been working very hard completing multiple tasks even while summer school was in session.

HIGH SCHOOL

Mr. Woodworth reported the curb appeal at his school has improved in both the courtyard and overall.

Other Business

None

With no further business before the Committee, Mrs. Withee adjourned the meeting at 9:51 am.

Respectfully submitted,

Catherine Belcher
Administrative Assistant

Minutes completed and on file October 18, 2012.

Minutes approved _____.