

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
March 16, 2010**

Present: Lisa Withee, Chair, George Stokinger (8:43), Jim Hughes, Michelle Auger, Kathie Dayotis, Don Woodworth (9:00), Lori Aubrey, Nancy Hart, Mike Hogan (9:03), Doug Rolph, Patrice Liff, Scott Strange, Maria DiNola, Jack Paone (9:00), and Mike Lewis (9:15).

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this March 16, 2010 Timberlane Regional School District Facilities Committee meeting to order at 8:39 am.

Minutes

Mrs. Withee called for a motion to accept the December 1, 2009 Facilities Committee minutes.

MOTION: Mrs. Dayotis motioned to approve the December 1, 2009 Facilities Committee meeting minutes as presented. Mrs. Hart seconded. With no further discussion the motion passed unanimously.

Principals' Building Report

Noting that building reports had been skipped over the last two Facilities meetings due to time constraints, Mrs. Withee announced that they would open this meeting with them.

Sandown North

Mrs. Liff reported that all is fine at Sandown North; she did not receive anything from her head custodian to bring to the meeting. Mr. Hughes noted minor items needing attention as light pole damage from a plow truck, minor siding damage due to wind, and the rebuilding of the surge pump.

Pollard School

Ms. Auger reported that Pollard is doing well, though she does have many wet ceiling tiles. Mr. Hughes attributed the water damage to poor construction when additions were built (the outside walls were not properly prepared). Mrs. Withee stated that while at the polls, she noticed the top of the siding is missing. Mr. Hughes indicated it will be replaced. He also noted that numerous shingles from the old roof blew off in the recent storms, and further stated his amazement that despite picking up a full truckload of shingles from the ground, there are no bare roof boards showing; he estimated there might be up to three layers of shingles on the roof.

Ms. Auger indicated she is experiencing problems with trespassing teenagers climbing up on the school roof again. With warmer weather approaching this activity is expected to increase. The offenders appear to be middle school and high school-aged kids who seem to be accessing the roof outback by the fence. She asked for advice in how to stop this as it is clearly a safety and liability matter. Mrs. Withee offered to speak to the police chief about getting more assistance at the next upcoming town highway/safety meeting.

Concerns about safety as well as vandalism to the roof equipment were raised. Suggestions to add signage and more cameras were noted. Mr. Rolph indicated he had experienced similar problems at his school and he had to increase police intervention. He was also told by Sandown police that after school hours, liability is shifted to the parents.

Suggestions to send out newsletters to parents and middle and high school students were noted. Mrs. DiNola stated that she has it on good authority that illegal activities are also occurring at Pollard. Ms. Auger stated she would remain vigilant in calling the police upon each occurrence.

Sandown Central

Mr. Rolph stated he wanted to begin his report on a positive note by thanking Sandown North for accommodating his entire school during the recent power outage. Thanks and appreciation is extended to all who worked to make this challenging event a great experience. He further thanked the custodians for cleaning up the brush and getting the grounds back in shape. He then noted the siding on his building has been fixed but that the pavement is still breaking up. Mr. Hughes noted an estimated cost of \$50k to repair the asphalt at Sandown Central.

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Danville Elementary

Mrs. Hart stated she is pleased to note the access road to her school will be rebuilt this year, as this past Sunday Danville Elementary was on an island (both roads submerged in water). On Monday, the water still covered the road but it was passable. The access road looks okay, but the other road is in bad shape.

Another issue at Danville was a pipe overflow onto the library rug over February vacation. The rug is beyond cleaning as it is too rusty and stained. There are leaks in the music room as well. Mr. Hughes attributed the leak to poor construction during the addition. He then noted burner updates are still going on.

Mrs. Hart announced she is having a changing table built. She then commended Rodney Mills, District maintenance tech for his expertise, informative and personable nature as well as his abilities as a master craftsman. The other principals concurred.

Atkinson Academy

Mrs. Dayotis began her report by thanking the voters for approving a new cafeteria at her school. She then reported a huge tree came down in front of the school taking the internet wires with it. Crews came in and removed the tree as well as another one on the property. She noted two leaks in the cafeteria and lost siding on the kindergarten wall.

High School

Mrs. DiNola reported wet ceiling tiles and missing siding at the high school. Mr. Woodworth added that he is looking forward to the summer projects: bathroom renovations, locker upgrades, and lab renovations.

At this time Mr. Richard Daisy, risk management consultant entered the meeting for observation.

Danville Oil Tank

Mr. Hughes noted the oil delivery system at Danville is an ongoing project which is expected to be completed over the summer. They will be digging up the top of the oil tank possibly during April vacation; he is currently in talks with the engineers. Once the project is completed they will have one line to feed the day tank in the boiler room with main lines to each tank. Mrs. Hart reported there is more cracking in the parking lot around the tank area.

DES / Water Quality

Mr. Stokinger reported they continue to have a number of issues regarding water quality. At Pollard they have since changed the filter and are back in compliance; however, state water testing runs on an annual average and Pollard's average remains high – another parental notice will need to go out by this Friday. He went on to report that the District does its own monthly testing while the state does its quarterly. He expects the annual average will drop significantly over the next couple of tests.

Discussion then ensued on the testing and notification process. Mr. Hughes stated the water is much better, but they now have to wait on the average number to drop. He noted the new system can accommodate frequent media changes at a lower cost. Mrs. Withee recommended they continue their monthly monitoring.

Mr. Stokinger noted that every school is considered to have a public water system and must be monitored. Atkinson Academy still has lead issues – three of fifteen test sites are still in violation. Mr. Hughes stated they changed out the fixtures and plumbing, but those sites still came back high in lead. He is currently working with Lewis Engineering to resolve this; they may end up adding another column to the system, which will help prevent the leaching of the solder joints into the water.

Mr. Hughes further stated they continue to have issues with volatile organic compounds (VOC) and synthetic organic compounds (SOC) as well as MTBE at Pollard. Atkinson was notified for an SOC called hexachlorocyclopentadiene (a phosphate used in fertilizer). Upon retest, they expect it to come back negative. Sandown Central tested positive for a chemical used to melt ice off of airplanes; upon retest it was not found. He went on to say that he has talked to other directors and they have indicated their experiences with the Department of Environmental Services are similar – numerous accounts of cross contamination, false readings, etc.

The nurse's faucet did test positive for bacteria at Pollard. The faucet and sink were disinfected and the retest came back fine.

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It was noted that Danville has great water.

Building Security Systems

Mr. Stokinger began by asking if the building principals knew where their video recorders were located in their schools and could they conduct a video playback if the police department needed them to. Only Mr. Hogan and Mr. Woodworth knew how. Mr. Stokinger stated that this confirms what he thought might be the case and noted training is needed. He noted that all the schools have a digital video recorder that saves the video for seven days before it records over. He will contact Pulsar (the installer) for training.

He continued to say that Pollard is the only school with outside cameras; the rest of the schools have inside cameras. Mr. Hogan stated he is all set with his system – he reviews his video from time to time.

Mr. Stokinger then addressed the locking system for the District, noting each school's system is governed from a central server at the high school – he is not sure who has access to it, but will get this clarified.

Nancy Hart asked about the magnetic locks when the power goes out, to which Mr. Hughes stated each locking system has a battery backup of approximately 48 hours. Mrs. Hart instructs her custodial staff to manually lock the doors when an outage is anticipated. Mrs. Dayotis indicated she does the same.

Mr. Hogan stated that in terms of security at the middle school, the new speaker system is great as it has enhanced communication tremendously. They continue to practice lockdown drills, however, the reality is that there can be no actual lockdown as the majority of doors in his school are without locks. The reason is that they anticipated moving forward on a building project soon and didn't want to incur the expense of installing locks for such a short term of use; however, with the building project moving out further and further, they need to consider the safety implication of not being able to lock the school down.

On another matter, he stated he is officially out of space for instruction; they are beyond the concern level now. He has used every corner, closet, and office space available for teaching. He is hoping to have a walk-through with Mr. Hughes to discuss other spacing options.

Mr. Woodworth announced that he is in receipt of the NEASC report findings and is please to say the high school is off of warning status. They now have until the end of next year to complete two other priorities: bathroom upgrades and intercom system. All other facilities issues in the report will be addressed after this summer's projects are completed.

Mrs. Withee stated she thought they had budgeted for locks at the middle school. Mr. Stokinger replied that when the CIP was adopted which included new construction/renovation to the secondary schools, they decided to only budget for elementary locks.

Mr. Hogan continued to report that there are approximately 1300 people in his building at any one time and they only have one camera. They need to look at the bigger picture and address the next step in security – he said he does not want to spend thousands of dollars and then tear things down, but safety is an issue.

2010-2011 Projects

Mr. Stokinger stated now that the budgets and warrant articles have passed, they will move forward with their building projects which include: intercom system, science labs, lockers, and bathrooms at the high school and a new kitchen at Atkinson Academy.

Mr. Woodworth asked Mr. Hughes to look at the area outside by the tennis courts where the path has washed out and is now a safety concern.

It was noted that Atkinson Academy is in need of some bark mulch as it was the only school to not get any last fall. They will bring some in over during April vacation.

Other Business

Mr. Stokinger noted two items of other business:

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- 1) School road conditions – many are in terrible shape due to bad asphalt and storm washout. They will need to address this item as a liability and safety issue. He asked if any other school besides Danville needed immediate attention in this area. If so, to see Mr. Hughes.
- 2) Summer Hours with Friday closures – the committee does not meet again until May 4th and project schedules need to be drafted before then. Does the committee wish to recommend this cost savings program again this year?

Discussion ensued on weather related days and when to begin and end the summer hours (possibly June 25 or July 4 through August 6 or 13). Recreation, summer school, and new teacher induction programs were noted as was the need to keep to the Friday closure schedule. It was also noted that their mission to save money and energy would be accomplished by August 9th. Due to custodial work and renovations the high school will remain open all week.

The next Facilities Committee meeting is scheduled for May 4th.

With no further business, Mrs. Withee adjourned the meeting at 9:43 am.

Respectfully submitted,



Catherine Belcher
Administrative Assistant

Minutes completed and on file March 16, 2010.

Minutes approved May 4, 2010.