

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
October 13, 2009**

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Michelle Auger, Kathie Dayotis, Angelo Fantasia, Don Woodworth, Lori Aubrey, Chuck Coker, Nancy Hart, Mike Hogan, Doug Rolph, Lou Porcelli, and Tony DiBartolomeo.

At the Performing Arts Center, 40 Greenough Road, Plaistow, NH, Mrs. Withee called this September 13, 2009 Timberlane Regional School District Facilities Committee meeting to order at 8:35 am.

Minutes

Mrs. Withee called for a motion to accept the September 9, 2009 Facilities Committee minutes.

MOTION: Ms. Auger motioned to approve the September 9, 2009 Facilities Committee meeting minutes as presented. Mrs. Dayotis seconded. With no further discussion the motion passed with one abstention (Hart).

Danville Oil Tank

Mr. Hughes reported that over the last year and a half there have been issues with the Danville oil delivery system including a non-compliance order issued by the State. The non-compliance has since been addressed and the plan is to remove the current temporary oil tank and install two day tanks in boiler room #3. He has met with the engineer and expects him (engineer) to submit plans to the State shortly. He noted that the day tank plan will be a permanent solution.

He went on to say that the current system runs 24/7 which poses a possible environmental hazard should it fail. The new system will be safer. This was not a budgeted item, yet he was able to put some district monies towards the cost. The actual cost is still unknown.

Mrs. Withee stated this was a "fix-it-now" situation with plans to replenish the funds later. She then inquired of the project's timeline. Mr. Hughes indicated the plan is to complete the project by the middle of November. Responding to Mrs. Hart's inquiry, Mr. Hughes stated that he will try not to impact the parking lot at Danville just yet. He will need to access the oil lines that feed the system located on the top of the tank buried under the parking lot, but will try to push that part of the project to the summer months when school is not in session.

Mr. Stokinger stated that budget-wise, \$5k was set aside once the violation was received by the State. Another \$5k will be added to the budget.

Mrs. Hart noted the problems with intermittent heat throughout her building and asked if this project will address this as well as the water in the lines issues. Mr. Hughes replied that there will be a steady supply of oil to the boiler and he is hopeful the problems with the water will be resolved; however, this is not a sure thing. Mrs. Hart stated that she realizes the heating problems at her school are multi-layered with violations and water issues and hopes this proposed remedy will address all the issues, not just a piece here and a piece there.

Mr. Hughes noted that the underground tank was installed in 1987 and the only reason he needs to dig it up is to find the old feed lines. Once found he will crown the tank, which should address the water issue. At Mr. Porcelli's question, Mr. Hughes stated the State does not prohibit underground oil tanks, though they don't encourage them either.

DES / Water Quality

Mr. Stokinger reported that three schools were cited for various water quality violations. Pollard's water showed arsenic levels at .043 a year ago (.01 is contaminated). Recent levels are well within the code (.003). It has since been acknowledged that the failed sample was taken from the wrong spigot. The water has since been tested correctly resulting in a good reading. The State mandates action taken on an averaged reading, not an actual reading, thus another letter may need to be sent out.

Six months ago Atkinson Academy's water read high for lead and copper. DES required a treatment plan be received by August 20th, however, they missed the deadline and as such, new notices must go out.

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He went on to report that carbon tetrachloride was detected in Sandown Central's water. The water was re-sampled within fourteen days and they are now awaiting the results.

Mr. Hughes noted that carbon tetrachloride is used to de-ice airplanes and that it is not unusual for flukey lab results to occur; that is why retesting is done immediately. He also stated that some water samples were taken before the water traveled through the filtration system.

Mrs. Withee requested the samples of each school's water be tested 1) before the water goes through filtration and 2) after filtration and that those results are reported back to the Facilities Committee. She stated it is important they know all the water is safe.

2011 Budget Priorities

The Committee spent the remainder of the meeting reviewing the Maintenance and Renovation Projects list for the preparation of the 2011 budget. The purpose of the review was to prioritize projects recommended for the 2011 budget and identify projects that could be moved out one to five years. Building principals were asked to provide input as to whether items marked for the 2011 budget could be moved, thus reducing the overall budget.

Mr. Stokinger noted three large projects in the 2011 budget: Phase II of the science labs at the high school, renovation to the Atkinson Academy kitchen, and an emergency generator at the SAU. He noted the Greenough Road sidewalk's original matching grant estimate was \$53k, but had now increased to \$162k, resulting in it being placed on the 3-5 year list.

He stated that these three projects (labs, kitchen, generator) could be submitted as warrant articles if necessary to decrease the budget should the review not produce a low enough budget. Mr. Coker responded that the high school window replacement project and science labs need to be done. Mr. Stokinger stated he was holding off of the secondary schools as they are a part of the CIP. Mr. Coker noted that the science test scores are reflective to the use of science labs.

Mr. Stokinger highlighted the following items:

Pollard paving: repackaging this item has resulted in a lower estimate. What would have been \$53,600 as separate jobs, will now cost \$45k as a packaged deal.

Danville entrance: this project will address the deterioration around the culvert and the access road around the gym. It will also include slightly widening the road for emergency vehicle passage with caution to the amount of ledge in the area.

District-wide line painting: annual maintenance project. Old lines needing paint are painted, newly paved lots are painted.

Mr. DiBartolomeo raised issues he had with the current state of the PAC relative to its siding and overhang. Mr. Hughes noted that the leaks were addressed but due to a shortage of manpower, sheetrock has not been replaced. Mr. DiBartolomeo further noted that the composite siding is working like a sponge, wicking up moisture and causing bubbling in the siding. If they wait two to three years out, the problem could become hazardous.

Mr. Hughes replied that many of these items can be done inside the current budget with in-house staff. The roof leaks were taken care of thus it won't get worse.

Mr. Stokinger noted the site renovations and improvements project list totals \$125k. He moved on to building renovations noting the overall budget as presented prior to this review is \$1.79 million. \$825k of that covers the science labs, kitchen and generator.

Atkinson Academy

T-5 lighting in cafeteria. There are also plans to install acoustic panels to reduce the noise coming from the café. This is still being reviewed by the architects. Handicap lift – constant maintenance issue thus it will be replaced. Siding of the 87 and 95 wings.

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Noting the economy, Mrs. Withee reminded Committee members that each item needs to be reviewed to determine which ones can be pushed out a year or two and which ones must be done in the upcoming school year. Does the kitchen need to be done this year or can it wait? What about the siding at the PAC? If the leaks are repaired are just aesthetics left? Can't these wait one to two years? She further explained that even though items are marked priority one through three on the project list, the voters don't know that. All they know is that the items are in the budget.

PAC

Mr. DiBartolomeo noted that siding is missing from the list. Mr. Hughes stated he wants to replace the siding with vinyl as he does not have the staff to make the necessary constant repairs. Mrs. Withee asked if this project could wait. Mr. Hughes noted that waiting too long would result in a mold and mildew problem. He stated that they should keep this item in the one to two year category and make repairs to the top section when needed and budget for a big ticket siding item later. Mr. Porcelli added that Brickmaster might be an option.

Danville

Boiler room doors, window replacement – good energy savers.

District

Digital controls to the heating and ventilation systems. This is part of an upgrade which is routine in the budget. The energy conservation efforts are worth the investment. Gym floors are recoated each year as part of maintenance. Upgrade management systems – at \$20k each, one is designated for 2011 and the remaining pushed out and spread out over the one to two year and three to five year budget cycles.

High School

Ductless AC for athletic office, boiler door replacement, carpeting, phase II of engineering and robotics area, phase III of locker replacement, (2) restroom renovations, AC for AP office, exhaust hood in culinary arts room, and locker room door replacement.

Discussion then ensued relative to the need for AC in some of the offices. Mr. Hughes stated that it was his recommendation that AC be added to the list as he knows the inner-offices get up to 90 degrees over the summer months without any ventilation. Mrs. Withee strategized that other cuts need to be made as it is well-known that the towns of Danville and Sandown never support the budget. Other towns may do the same if the budget is too high.

Mr. Fantasia stated that Bob Dawson's office is worse than his and he has no problem with setting up fans. He is more concerned with the lack of storage for athletic purposes.

Mr. Porcelli added that he does not want to be faced with a default budget next year. The voters will not support a budget that is up 10% over the previous year.

Mr. Coker suggested the Budget Committee see the list before it gets pared down by this committee. It's important they see how much is taken out of the budget before it even gets to them. Mr. Stokinger agreed and added that the Budget Committee does not see the struggles faced by the Facilities Committee as it goes through the review process.

Mr. Hogan stated that to do this they will need to identify the ongoing renovation projects and hold those aside. Mr. Woodworth argued that the science labs are an educational item. They are currently teaching in inappropriate spaces and doing labs in theory, clearly not meeting the recommendations of NEASC. Current students are being cheated based on a timeline – when does it become a priority for students now? This is an overdue necessity.

Mrs. Withee responded that she clearly supports education and understands this priority, but they also have to be responsible to the taxpayers. If this item is kept in the budget it needs to be clearly communicated to the public. If the budget is too high, it will not be supported by the taxpayers.

Mr. Coker suggested they make the high school labs a warrant article with a campaign to present it to the taxpayers. Mr. Woodworth noted that the high school operational budget has been cut and they looked at ways to reduce the renovation project that fits into an ongoing design.

Mr. Stokinger stated that it is up to the School Board to determine what projects will be presented in warrant article form; the Facilities Committee can only make the recommendation. Mr. Porcelli opined that if the large projects were moved to warrant articles then they could work to sell those articles without proposing a huge budget – if the budget is up 10% and fails then all the items lose.

Mrs. Withee stated she is not convinced a warrant article should be proposed. She would like to look at the big picture first. Mr. Coker noted if the large projects were removed, they could offer a budget of \$314k.

Mr. Stokinger offered to hold off on the SAU generator should the Committee deem the science labs/test scores a priority. He could even move the kitchen project out one more year. Mr. Woodworth added the locker upgrades could go another year as well, but the bathrooms need to be left on the list as they are closed down due to piping issues. The Committee continued to reduce overall budget with the removal of the exhaust fan in the culinary arts room and carpeting at the SAU.

Middle School

The middle school skirting was to remain as it addresses leaking during driving rains as well as the library work to push back a wall and install a glass wall.

Pollard School

Boiler room doors are a priority. Cafeteria lighting can be moved out a year, door #4 and the kitchen door need replacing. The air handler unit in the office and library needs replacing as it required weekly repairs over the summer, the reroofing of the 1912 building is an obvious priority. Room 301 carpeting and ceiling fans can be moved out a year.

Mr. DiBartolomeo asked if the Committee's energy priorities have changed. Items marked for replacement that are clear energy savers should not be removed from the list.

SAU

Mr. Stokinger noted that the proposed generator for the SAU would be used to support the main server. Mrs. Withee inquired if Hampstead will pick up any of this cost since the SAU is both Timberlane and Hampstead. It was noted that Hampstead pays rent to Timberlane.

Mrs. Hart asked the Committee to consider the number of hours and cost associated with recouping lost data when the main server goes down – if the SAU is not working, no one else can. She believes this is a district priority not an SAU building item.

Mr. Hughes announced that he received a new estimate on a generator that was over \$100k less. It would be a turnkey operation. They also wanted to install a new battery UPS system.

Mr. Stokinger stated the painting and carpeting is a continuation of previous work that can be pared down or moved out a year. The exterior painting does need to be done.

Sandown Central

One door replacement is the only item on the list.

Sandown North

Mrs. Georgian noted that the media room glass wall was not on the list. Mr. Hughes replied that he forgot to add it and that its cost is approximately \$3200.

Mrs. Withee noted that there are still two big paving items: one at Pollard and one at Danville. Mr. Hughes stated that the Danville paving project cannot wait. The Pollard paving project can be moved out a year.

Mrs. Withee stated she would discuss with the School Board the options of moving items and drafting warrant articles. She added the Budget Committee should see the budget before and after the changes were made to show how much is being done. Mrs. Hart agreed and noted it would be a disservice to the Facilities Committee to not show where they started in the priorities review.

Concern was noted that items moved to a warrant article could, in fact, be a kiss of death for that project.

Mr. Stokinger reviewed the changes. Mr. Coker suggested the priorities list include items moved out a year or more so that the Budget Committee can see them. Mrs. Withee also suggested a total under each building's list be added as well as the grand total at the end.

Due to the time spent on the priorities list, Mrs. Withee suspended the building principals' report and noted that principal's comments could be made under other business.

Other Business

Ms. Auger reported that the bathroom window that was replaced over the weekend has fallen out and she is not sure they can use the bathroom. Students must go up and down the stairs to access another bathroom. Mr. Hughes will address.

The next Facilities Committee meeting is scheduled for December 1st.

With no further business, Mrs. Withee adjourned the meeting at 10:15 am.

Respectfully submitted,



Catherine Belcher
Administrative Assistant

Minutes completed and on file October 14, 2009

Minutes approved December 1, 2009.