

TIMBERLANE REGIONAL SCHOOL DISTRICT FACILITIES COMMITTEE MEETING MINUTES

September 14, 2010

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Michelle Auger, Kathie Dayotis, Lori Aubrey, Nancy Hart, Mike Hogan, Doug Rolph, Scott Strainge, Nancy Steenson, Richard La Salle, and Maria DiNola (9:02.)

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this September 14, 2010 Timberlane Regional School District Facilities Committee meeting to order at 8:38 am.

Minutes

Mrs. Withee called for a motion to accept the May 4, 2010 Facilities Committee minutes.

MOTION: Mrs. Steenson motioned to approve the May 4, 2010 Facilities Committee meeting minutes as presented. Mr. Rolph seconded. With no further discussion the motion passed unanimously.

Summer Projects Recap

Mr. Hughes reported it has been a busy summer with all of the major projects completed; there are still a few smaller projects to be completed that won't interfere with classes. Completed projects include:

Atkinson Academy: Replacement of handicap ramp and kitchen renovation.

Danville Elementary: Paved the entrance road (raised the road one foot and added six inches of asphalt), and replaced windows in the '87 wing and cafeteria with thermal glass windows (huge improvement per Mrs. Hart). The oil tank project is still ongoing; over the summer they exposed the top of the tank, demolished the old piping, and have the day tanks up and running. Mr. Hughes expects to see an energy savings at this school with the new roof installed last year and the new windows this year.

High School: Dismantled the woodshop and converted to an engineering lab; there are a few punch items left on this project. Locker and bathroom upgrades were completed.

Middle School: A glass wall divider was installed in the library. Mr. Hogan stated he was very pleased with it.

Pollard School: Replaced the roof on the 1912 building as well as the air handler. They still need to install a few doors.

SAU Office: Installed an emergency generator and renovated the server room. They held off on painting the outside trim as they have since decided to install a metal shield trim instead. This will reduce the amount of maintenance required on the building.

Sandown North: Installed a divider in the library.

Facilities Tours

Mr. Stokinger reported the Budget Committee and members of the Facilities Committee toured the Timberlane campus (Middle School, High School and PAC) last week. Tonight they will tour Danville and the Sandown Schools (Danville, Sandown North and Sandown Central in that order). Next week (September 23rd) they will tour Pollard and Atkinson Academy. He went on to report that the campus tour went very well with eight Budget Committee members in attendance. He commended Mrs. Withee for her efforts and success in maintaining a focused tour, noting a Budget Committee member tried to use the time to politicize his position on several District matters. Mrs. Withee added that the purpose of the tour was to inform about and present building conditions; it was not an appropriate forum to present personal opinions.

Principals were then directed to meet with Mr. Hughes prior to their scheduled building tours to coordinate a tour plan.

Energy Usage

The MISSION of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth.

Mr. Stokinger distributed two Utility Usage reports and reported that the general trend in energy usage is down, though a few individual schools are up. Mrs. Steenson noted a huge reduction in energy consumption over the past five years.

Mr. La Salle stated that Atkinson School Board Rep Michael Mascola informed him that the Town of Atkinson was awarded a grant for an energy audit that includes Atkinson Academy. This audit will use infrared technology as well as other methods. They will be contacting Mr. Hughes shortly.

Committee members then reviewed the energy reports noting monthly usage, energy costs, billing cycles and the weather.

2012 Budget Priorities/Revised Presentation Format

Revised Presentation Format: Mr. Stokinger reported that the Budget Committee has agreed to revise the annual budget presentation format. In the past the presentation was broken into two sessions with departments assigned to a specific session. This past spring, the Budget Committee added three meetings to their schedule and invited SPED, Facilities, and Technology to report to them directly. This went very well and spurred conversation about revising the presentation format. The new format will consist of all departments presenting their budget proposals at the October 14th session at the PAC, with the Budget Committee inviting individual departments back to committee meetings for more in depth conversations.

A previous concern about these presentations was that they were recorded and broadcast on television, but since the Budget Committee meetings are now recorded, it is no longer an issue. Furthermore, the Budget Committee meetings will be broadcast live. Using the PAC for budget presentations is not necessary. To recap: all departments will present summary presentations on October 14th and then the Budget Committee will notify those departments which warrant further review.

2012 Budget Priorities: Two items were noted for consideration in the 2012 budget: 1) well issues at Pollard School and 2) transformer upgrade at the Middle School.

Pollard Well – Mr. La Salle directed Mr. Hughes to employ a water consulting firm (not a vendor who provides a water resolution service) to diagnose the water issues at Pollard. He stated he is unhappy with the continued number of environmental citations from NHDES and wants a permanent solution – both Atkinson and Pollard have water issues that need to be rectified.

Mr. Stokinger noted that Ed Murdough from the DOE may be able to recommend a company. Mr. Hughes will move forward.

Middle School Transformer – Mr. Stokinger reported the transformer that feeds the Middle School also feeds the PAC and due to the recent hot weather the system overloaded. They ended up phasing the power back and forth between the two buildings. He continued to say that they need to be mindful of any long term plans as they will require the need to separate the PAC from the Middle School.

Principals' Building Report

Mrs. Withee asked principals to report on any facilities matters concerning their schools.

Mr. La Salle began by reporting on the recent communications improvements at the district office and high school; they have completed the first phase of the enterprise phone system. They still need to convert from analogue to digital which should be done on September 16th. They are also in the process of configuring the 911-e notification system. This will allow for an exact location of an emergency call in. Prior to this configuration, an emergency call could only be traced to the high school building itself; now the emergency provider will be able to trace it to an exact location *within* the building. Additionally, he and select other administrators will receive a computer "pop up" message reporting the call and its location.

High School

Mrs. DiNola remarked on the new intercom system at the high school and how please they are with it. The overall sound is quiet and gentle, not the screeching and hard sound like the old one. They now have the ability to call directly into classrooms and vice versa – this has been a wonderful upgrade to the school. She went on to say that major budget issues for the high school include upgrades to the boys and girls locker rooms. They

are also working on the blue wires (a result of the new phone system) for a neater and safer presentation. She concluded by noting the engineering lab looks great.

Mr. La Salle inquired of the conversation about the locker rooms during the recent facilities tour. Mr. Hughes replied the consensus was to replace the 5" lockers with 15"x30" lockers, and install additional urinals, etc. Mr. La Salle recommended they consult with the architect about this as any work done to the high school must be beneficial to the long term plans – they must be careful to invest in projects they can recapture for later use as a middle school.

He went on to say the athletic area is an unusual challenge as a high school athletic area requires team rooms, showers, etc. A middle school athletic area does not require team rooms. They do not yet have a clear vision of what can be done now in this area that can be use later. The architect is currently working on this issue. They need to be careful in their plans to reuse the space later, specifically being mindful to not upgrade and spend a lot of money on an area they will not be recapturing.

They must also remember that any intense renovation requires Title 9 compliancy. Given these significant limitations, they will need help from the architect in determining which facility issues to address and how much to spend.

Mrs. Withee noted the upgrade of lockers will be useful to long term plans, but they should concentrate on the physical education end of the locker rooms. She went on to say that having old buildings has a negative impact on the moral of students. The locker rooms at the high school are inappropriate and substandard.

Mr. La Salle stated the middle school is equally insufficient. They keep the building clean, but its insufficiency impacts their instructional programs.

Mrs. Withee suggested the district needs to do more to educate the public on this issue.

Mrs. DiNola reported that the newly refreshed bathrooms are wonderful and contends they have an impact on student behavior.

Mr. La Salle left the meeting (9:16 pm).

Sandown Central

Mr. Rolph reported his school is in good shape; he met with Mr. Hughes for a walkthrough. He noted his building received repairs to windows, painting (both inside and out), ventilation repairs, and a new external door. Areas that continue to need addressing are the gymnasium (water seeps through the concrete/paint peeling, window upgrades are needed, and the parking lot continues to break up. Otherwise, his school is in pretty decent shape overall.

Pollard School

Ms. Auger reported that she had a new air handler installed this summer, but is still having problems with leakage and the need for ceiling tile repairs. Also, she thought it would be cooler in the affected area. She then went on to report pipe clogging issues where for three days in a row they have not been able to use the bathrooms. They called in the plumber who used a sewer cam to determine the location and source of the problem – there was a large amount of wipes in the system. She suspects they came from the summer program. In addition to the sewer problem they have been experiencing well issues – losing water pressure which resulted in breaking flushometers. She stated she would like to designate these issues as priority as parents, student and staff deserve better sanitary accommodations.

As a means to accommodate people, they have allowed the use of some bathrooms (without flushing) as they have a non-water hand sanitizer.

Mr. Hughes responded that the well servicing Pollard School is inefficient as it only provides 7-9 gallons per minute; however, there are other issues to consider. The well currently serves both Pollard and the church next door. He is currently dealing with an engineer who designed the Danville School well system. He may be able to hydro fracture the well to get them through until they get a permanent solution. The question of bringing in port-a-potties was raised.

Ms. Auger stated she is reluctant to bring in port-a-potties due to vandalism issues at Pollard. She stated the water problems typically happen in the afternoon and sometimes they can get the water back in one to two hours. Mrs. Withee recommended they get at least one port-a-potty and restock all of the hand sanitizers.

Ms. Auger then went on to report that the camera installed at the back of the building has been very helpful relative to the kindergarten arrival and dismissals. She noted she has not received any training on how to capture a video with the camera.

Mr. Stokinger noted that Pulsar will be offering a training session on the November 12 professional development day. He'd like to coordinate the training of two schools at a time.

Mr. Strainge reported that during the ESY program at Pollard, some of the rooms were at least 90° despite having four air conditioners running.

Ms. Auger stated the new roof is great and then requested the lines in the parking lot be painted. She then reported on a security matter whereby her staff had to push the panic button twice before getting police response, even though officers were parked at the end of her driveway. It took the police over five minutes to respond – unacceptable given the nature of the incident. She questioned if the alarm company has tested her system.

Mr. Hughes replied they were checked over the summer, thus the problem may be a police dispatch matter.

Mrs. Steenson expressed her concern over what could have potentially happened and requested this matter be reported back to the committee upon its resolution.

Danville Elementary

Mrs. Hart began her report by conveying her understanding of the frustration Ms. Auger is experiencing relative to the water issues at her school. It was not long ago that Danville was having water issues. She noted it takes away from the important issues in operating a school.

She then noted her school's recent improvements: the new security camera at the main entrance, the new key pass for the fourth/fifth grade wing and the new carpeting in the library. The air handler still needs repair, but overall her building is in great shape. With her new roof and windows, she is looking forward to receiving an Energy Star Award.

Atkinson Academy

Mrs. Dayotis praised her new cafeteria and kitchen; they are far more efficient than before and they can accommodate three servers at lunch time which allows them to get all the students through the lunch line in ten minutes. She stated she met with Café Services and negotiated a retractable canopy for an October dinner to spotlight the new cafeteria. Lighting is spectacular and the acoustic tiles really do reduce the noise. She noted this is the first improvement to the cafeteria since her date of hire in 1974. Town officials have seen it and have requested holding their deliberative sessions there.

She went on to report the buzzing in the alarm system needs to be fixed. There is no vandalism to speak of. She would like to learn how to capture a video on her security camera.

Middle School

Mr. Hogan noted that others have already spoken on the facility needs of his school earlier in the meeting. He stated in a nutshell it takes a lot of creativity to pull off the instructional programs of today while held to the confines of a building built for a different time. Back then there were no backpacks to contend with; today's lockers are too small – this is a constant challenge. Instruction-wise they are using every space they can find: closets and setting up partitions. Even though they have fewer students the new programs (RTI, Literacy) require more space. Technology poses a challenge as well, not enough space to meet their needs. He stated he was pleased with the new wall in the library. He noted there is more space at the high school, thus more opportunities. In the meantime, he proposes renting a portable classroom for world language space – his teachers are teaching from a cart.

He acknowledged the PTA donations of the basketball court and two benches which are currently being enjoyed by the students.

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Nancy Hart also acknowledged recent donations at her school from the PTA and Danville Dads: two basketball hoops and a sun shade.

Other Business

None

Future Meetings

Mrs. Withee noted the next Facilities Committee meeting is scheduled for Tuesday, October 19th at 8:30 am.

With no further business, Mrs. Withee adjourned the meeting at 9:52 am.

Respectfully submitted,



Catherine Belcher
Administrative Assistant

Minutes completed and on file September 15, 2010.

Minutes approved October 19, 2010.