

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
March 13, 2012**

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Kathie Dayotis, Patrice Liff, Mike Hogan, Michelle Gaydos, Doug Rolph, Nancy Barcelos, Angelo Fantasia, Lori Aubrey, Nancy Steenson, Richard La Salle (8:45) and Sean Kiley (9:46).

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this March 13, 2012 Timberlane Regional School District Facilities Committee meeting to order at 8:35 am.

Minutes

Mrs. Withee called for a motion to accept the October 18, 2011 Facilities Committee minutes.

MOTION: Mrs. Gaydos motioned to approve the October 18, 2011 Facilities Committee meeting minutes as presented. Mrs. Liff seconded. With no further discussion the motion passed with one abstention (Steenson).

2013 Projects

Mr. Stokinger referred to the Maintenance and Renovations Projects List for the 2013 school year. He noted that ESY (Extended School Year) is scheduled to be held at Pollard School this summer but questioned if the anticipated maintenance projects for the building would interfere with the program. The project will affect five classrooms in the 87 wing as new drop ceilings will be installed (installation involves new lighting and ventilation as well). Mrs. Gaydos responded that though she had offered her school in place of the scheduled rotation of Atkinson Academy, these projects would adversely affect the summer program at Pollard. The 87 wing classrooms are the coolest in the summer (the upstairs classrooms are too hot). Danville School was then considered but, it too, has ceiling renovations scheduled. Mr. Hogan offered the Middle School for the summer program. After much discussion, it was determined the summer program would be held at Atkinson Academy. Mrs. Dayotis indicated she would modify the intense cleaning schedule that was planned for the summer to accommodate the summer program.

There were no questions or comments offered upon review of the remaining items on the maintenance and renovation projects list.

Summer Hours

Mr. Stokinger indicated it has been the practice of the District to implement a four-day workweek during the summer months (since 2005 or 2006). He recently met with administrators who supported its continuation with a request for flexibility within the SAU as the central office is not a school and may be required to be open five days; all other District buildings would go to a four-day workweek. Committee members reviewed the calendar and offered tentative dates of a four-day workweek schedule to begin Friday, June 22 to August 17. The proposal to implement a four-day workweek passed with Committee consensus.

Door/Building Security

Mr. Stokinger reported on a building security software problem relative to building holidays and district holiday code options. The problem is under review by the vendor. He then cautioned building principals to choose the appropriate holiday option when arming and disarming their buildings.

Mrs. Dayotis request direction in resetting the system when her school experiences a power outage; she loses internet and security for small breaks in the power and is not sure which items to reset. Mr. Stokinger suggested she speak to the Technology Director about which items to reset. Mr. La Salle added she should identify the areas that are optimal so that UPS devices can be installed to prevent and protect settings against these occurrences.

Mr. Hughes reported that as a result of attending a webinar on building security, he has learned of areas of weakness at Timberlane and wishes to address them. Doing so will include a new coding system for all buildings and departments within buildings.

HS Kitchen Floor

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. Hughes reported the high school kitchen floor was lifting in areas posing a safety hazard. He removed the existing tiles in search of the cause (moisture, structural defects) and found none. He replaced the area with plywood. Shortly thereafter, another section lifted. Tiles were removed, a hole was drilled through the cement slab and a conduit was used to see if the subsurface of the cement had moisture; it was dry, the cement intact with no cracks. Upon consultation with a floor contractor, it was determined the 50-year old mastic¹ let go. Repairs were made in-house and the floor was retiled (approximately 100 square feet in total).

Water Fountain Installations

Mr. Hughes reported the installation of water fountains throughout the District are moving along very quickly. The original number of fountains to be installed was eleven; however, they have added a few more. There are three left to install (Sandown and the Middle School). It was suggested that building principals seek opportunities to spotlight their green initiatives.

Principal's Building Report

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

ATHLETICS

Mr. Fantasia indicated today (voting) is a big day for his department with the athletic renovations on the election ballot. He thanked everyone who worked on this project and noted the majority of feedback received was positive; even those opposed to spending conceded the project is warranted.

MIDDLE SCHOOL

Mr. Hogan noted the mild winter was good to the walkway between his building and the PAC; it did not heave. He stated he is still experiencing problems with the security swipe tags and timer to one of his doors. He will follow up with Mr. Hughes.

SANDOWN CENTRAL

Mr. Rolph reported the new heating system in the gymnasium is outstanding; a dramatic improvement appreciated by staff, students and parents. He still has concerns about the asphalt abutting the playground and baseball field (breaking up with pieces finding their way to the field and playground).

DANVILLE

Mrs. Barcelos reported the students are enjoying the new water fountain. She also provided a heads up on the PTA's plans to improve the baseball field (install a backstop) and will present an estimate soon. She noted problems with the wind setting off the alarm to the gym doors and Pulsar's recent repair to address it. She ended her report with the news of a proposed sixty-two bedroom low income community development on the north end of town.

POLLARD

Mrs. Gaydos reported staff members were shuttled to the school this morning due to voting at Pollard today. Though she does not have any facility concerns at this time, she asked when the heating system will be turned off for the season as many of her classrooms are getting hot. Discussion on thermostats transpired as well as the concern of wasting energy. She then inquired when bark mulch will be available for the playgrounds. Mr. Stokinger suggested the grounds crews clean up the playgrounds first to determine if and how much is needed. Orders should be placed with him or Mr. Hughes by April vacation.

Mrs. Gaydos was pleased to report there has been no rooftop activity, only skateboarders.

SANDOWN NORTH

Mrs. Liff stated she had nothing to report.

ATKINSON ACADEMY

Mrs. Dayotis indicate she had no issues to report other than she is very pleased with Warren Currier overseeing the custodial needs of her school; he is doing an awesome job with intensive cleaning and painting.

¹ Flooring mastic asphalts are manufactured to achieve performance characteristics from light domestic use through to heavy industrial duty and can be a self finished flooring or an underlay for tiles, carpeting, etc. A mastic asphalt floor provides a hard wearing, durable surface which will resist the passage of dampness and which can be brought into service as soon as it has cooled to ambient temperature.

HIGH SCHOOL

Mr. Kiley stated he had nothing to add since Mr. Fantasia reported on the athletics renovations.

Other Business

Mr. Stokinger informed the Committee that a 2011 DES asbestos inspection at the middle school has prompted a district-wide inspection. Inspections were originally conducted back in the late 1990's; however, there is no documentation on file certifying the District is clean of asbestos, thus a team will be out to verify and satisfy DES requirements. It is expected they will go building to building to re-evaluate asbestos levels. Required notification procedures will be followed.

Mrs. Withee noted the next meeting date is scheduled for Tuesday, June 12, 2012.

With no further discussion, Mrs. Withee adjourned the meeting at 9:17 am.

Respectfully submitted,



Catherine Belcher
Administrative Assistant

Minutes completed and on file March 13, 2012.

Minutes approved June 12, 2012.