

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
June 12, 2012**

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Patrice Liff, Mike Hogan, Nancy Steenson, Dennis Francoeur, Nancy Barcelos (8:42), Richard La Salle (9:05) and Doug Rolph (9:16).

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this June 12, 2012 Timberlane Regional School District Facilities Committee meeting to order at 8:36 am.

Minutes

Mrs. Withee called for a motion to accept the March 13, 2012 Facilities Committee minutes.

MOTION: Mrs. Liff motioned to approve the March 13, 2012 Facilities Committee meeting minutes as presented. Mr. Hogan seconded. With no further discussion the motion passed with one abstention (Francoeur).

Middle School Asbestos

Mr. Hughes reported the district was approached by the state back in November to undergo an asbestos inspection at the middle school. The inspection was completed in April with findings of asbestos encapsulated within the floor tiles (about 23-25k sq. ft). Because the tiles are encapsulated (beneath layers of floor wax) there poses no danger of exposure and the state is satisfied; however, removal of the tiles will warrant caution and state notification.

Mr. Stokinger added state approval for asbestos for the middle school was supposed to have been given back in 1999-2000, but he could find no such documentation to support this. As required, they will comply with state-required posting of the report (TRMS webpage) and provide district-wide training on the handling of asbestos.

Discussion ensued on the presence of asbestos in other district schools. Mr. Francoeur offered his expertise in the inspection process as well as locating asbestos documentation within construction reports already on file with the district. Mr. Stokinger outlined a conceptual plan to target and address other schools within the district suspected of having asbestos; they want to be proactive.

Mini-Gym Infra-Red Scan

Mr. Hughes reported that with the assistance of Lavallee and Brensinger, and through the bidding process, a company has been employed to conduct an infra-red scan on the mini-gym wall at the high school to determine structure soundness. He outlined the conditions necessary to perform the scan (30° delta between inside and outside temperature) and the need to wait for school to be out of session. A tentative date has been set for the last week in June.

2012 Budget Update

Mr. Stokinger and Mr. Hughes presented the approved Maintenance and Renovations Project List for 2013 as well as a detailed account of budget estimates and actual quotes on those projects. Ninety percent of the proposed work is scheduled to occur over the next 10-12 weeks with some projects already started (Danville generator). Most of the quotes received are very favorable towards the projects' approved budget. One exception is the Pollard well where a location change was necessary which, in turn, incurred an additional extension of 165 ft from the fence line. Mrs. Withee noted the importance of communicating project timelines and schedules with the building principals. Mr. Hughes indicated his intention to do so.

Additional Projects

Mr. Stokinger reported that the 2012 facilities budget is very favorable with additional funds leftover from current year projects. He asked the Committee to consider allowing him to use those funds towards two projects that were pushed out of the 2012 project list due to budgeting.

1. Upgrade to the building management system
The Direct Digital Control (DDC) system controls the heat and air conditioning systems at each school. Failing microzones throughout the district need upgrading. He is proposing to upgrade the Sandown North system to a new remote system. This would allow using the old Sandown North parts for other

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systems within the district (namely the middle school and PAC) and would be most practical to address this school first as it is located the farthest in the district. Internet access to the air systems for school will allow the district to run more efficiently whether it be to access the system more quickly and precisely or reducing the amount of time a staff member must travel to a school to physically access the system controls.

2. Sandown Central parking lot

Committee members viewed photos of the parking lot depicting broken, potholed and thin pavement. The existing pavement consists of a single ¾ inch binder coat while a 4 ½ inch coat is needed along with an additional 1 to 1 ½ inch top coat. An estimate of \$36k was obtained; however, the project will go out to bid (sealed bids due by 6/25 at 3pm). The plan is to reclaim the driveway and pave to DOT standards. Summer recreational use will be coordinated with the paving project.

Mr. Stokinger reiterated the favorable budget in the current year's project account and that any surplus (in that account) must be used for facility projects only. In order to use these leftover funds, quotes must be obtained prior to June 30th. He is seeking approval from the Facilities Committee first and then he will seek approval from the School Board at their June 21st meeting.

Committee members expressed their support of the proposed projects and by consensus directed Mr. Stokinger to seek final approval from the School Board.

Building Aid

Mr. Stokinger reported the DOE has announced that state building aid will be available again, but with some new rules. Funds will be available upfront versus after the securing of bonds as had been in the past. This will lead to a savings for districts as less money will be bonded out (less interest paid in the long run). He will post the notice from the DOE on SharePoint. There are new rules to qualify; more information to follow as it is determined through the legislature.

Fall Facility Tours

Mr. Stokinger reviewed the facilities tour schedule from last year and proposed the following dates for the 2012 tours:

September 13	TRHS/PAC/TRMS Campus
September 27	Danville/Sandown Schools
September 18 or 25	Pollard/Atkinson Schools (tentative)

He will poll the schools for availability on those dates. He noted the tours are conducted by the Facilities Committee and attended by the Budget Committee, School Board and members of the public.

2012-13 Meeting Schedule

Mr. Stokinger proposed the following dates for upcoming 2012-13 Facilities Committee meetings:

September 11
October 16
December, March and June dates to be determined in September.

Principal's Building Report

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

MIDDLE SCHOOL

Mr. Hogan reported problems with the air conditioning in his building; he has a call into maintenance. On a positive note he indicated numerous visitors come to his school and comment on the building's cleanliness. These visitors include NELMS, NEASC and others.

SANDOWN CENTRAL

Mr. Rolph reported his building was the target of vandalism over the weekend and he has been working closely with the Sandown Police Department. Damage included a broken window and property signs bent or pulled out of the ground.

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SANDOWN NORTH

Mrs. Liff stated she received an email from the Sandown North kitchen manager regarding the exhaust fan located over the dishwasher. The fan is not adequate in mitigating the steam from the dishwasher making conditions in the kitchen very difficult. Mr. Hughes will look into this matter.

DANVILLE

Mrs. Barcelos stated she has no deficiencies to report at this time. She is looking forward to the installation of the generator.

ATKINSON ACADEMY

Mr. Hughes reported the DES Sanitation Department inspected the water system at Atkinson Academy and requested the tractor be stored elsewhere (currently stored in room housing water system). A compromise was met where a curbing was installed around the water system.

Other Business

None

With no further business before the Committee, Mrs. Withee adjourned the meeting at 9:35 am.

Respectfully submitted,



Catherine Belcher
Administrative Assistant

Minutes completed and on file June 13, 2012.

Minutes approved September 11, 2012.