

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
September 13, 2011**

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Kathie Dayotis, Patrice Liff, Mike Hogan, Richard La Salle, Michelle Gaydos, Doug Rolph, Nancy Barcelos, Don Woodworth and Lori Aubrey.

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this September 13, 2011 Timberlane Regional School District Facilities Committee meeting to order at 8:40 am.

Minutes

Mrs. Withee called for a motion to accept the April 12, 2011 Facilities Committee minutes.

MOTION: Mrs. Dayotis motioned to approve the April 12, 2011 Facilities Committee meeting minutes as presented. Mr. Rolph seconded. With no further discussion the motion passed unanimously.

Summer Program Recap

Mr. Hughes reported on the status of summer programs. He indicated that a lot was accomplished in ten weeks. He noted the following items yet to be completed: carpeting at the middle school, irrigation installation at the high school, and installation of an awning at Pollard. He went on to say that they had very favorable bidding where several projects came in way under estimated costs; he named the PAC transformer and Danville boiler as examples. He stated there were no problems with the projects; all went relatively smoothly.

Mrs. Gaydos remarked that the Pollard kitchen is awesome and then invited all to attend the school's Fall Harvest Turkey Dinner on October 19th from 5-7 pm. Mrs. Dayotis commented on the new bathroom at Atkinson Academy stating that the maintenance crew did a great job. Building principals then concurred that Rodney Mills is an exceptional worker who does great work.

Facilities Tour

Mr. Stokinger announced the middle/high campus was toured last week with five Budget Committee members in attendance. Tonight they will tour Danville Elementary and both Sandown schools starting at 6 pm. On Thursday, September 22nd they will tour Pollard School and Atkinson Academy. Mrs. Withee noted that tonight's tour will include three buildings, thus principals should highlight the summer projects completed and upcoming needs. She also noted that the middle school cafeteria wall is amazing and invited all to stop in and take a look.

Energy Usage

Mr. Stokinger directed committee members to review the Utility Usage report as presented, noting the report is broken down into three sections: electric, heat (fuel oil) and heat (natural gas). His overall observation is that the district is doing well as they have leveled off to some degree. Though they have more technology (electronics using power) they have been able to offset the usage with more efficient lighting and boiler systems. It was noted that the usage at the SAU office is up to which Mr. Stokinger suggested the new server room may have contributed to this. Mrs. Dayotis stated that trainings are conducted at her school throughout the summer in which air conditioning is used.

Mr. Hughes noted the new service for the PAC will allow them to see the PAC's actual energy costs, as it is no longer tied into the middle school system. Mrs. Withee reminded principals to renew their efforts in reducing energy waste.

2013 Budget Priorities

Mr. Stokinger announced that all requests should be forwarded to Mr. Hughes and himself. He then proposed the committee meet on October 18th to compile a priorities list to present to the Budget Committee at their October 27th meeting. He noted that the committee did keep the list of projects down last year and contributes this to addressing issues as they came along. Projects to be considered for the coming year are the locker rooms at the high school and updating the phone systems at the elementary schools.

Mr. La Salle stated that it is important to highlight the jobs completed over the summer during the upcoming walk-throughs. This will provide a sense of hope that projects can be completed and buildings improved even in tough economic times. He listed several projects completed over the past five years that indicate much has been accomplished already: lighting, boilers, water systems, septic systems, major kitchen renovations, locker renovations, and security. He then noted three areas that remain in need:

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.

Locker rooms at the high school – phase I cost estimates were completed last year. Architects are currently looking at this item. He stated it is likely this project will be too big for warrant article consideration; they may need to bond. In researching the project, they learned this area may date back to the 60's or 70's since its last update.

Phone system – they are now ready to implement the elementary school phase. It was noted that some schools have reached their system capacity.

Water system – Lewis Engineers has been employed to look at water system improvements for Pollard and Atkinson schools whose wells were installed when their buildings were much smaller and when there were different regulations.

Mr. La Salle went on to add that they also need to look at window replacement. Regarding the long term plans for the Sandown schools, he stated a consolidation/construction project would qualify for state aid; however; the state has a moratorium on building aid. This project has all along been hinged on the hope of this aid, yet the state may or may not offer it again. The possibility of aid (or no aid) has now become an obstacle in moving this project forward. He then noted the high school athletic project is considered “medium” and not eligible for aid, but it is large enough that they may need to bond it out. He presented a time line of major projects against holding out for the return of state aid – the price of construction (6+ years out) would negate savings in state aid. Even though the Sandown project would need state aid, the project itself is a money-saver. They must progress forward with consideration of long term plans despite state funding options.

Mr. Hogan stated he has felt the middle school has been very fairly treated in what can be accomplished in light of the school's long term plans. When considering improvements to the high school small gym area, it is prudent to note this upgrade will benefit the 1400 students that are currently attending – they need the space now. Even if the school is one day repurposed to a middle school, the upgrade itself will be useful. Mr. Woodworth agreed and noted they are considering the middle school in their renovation plans.

Principal's Building Report

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

SANDOWN CENTRAL

Mr. Rolph began his report noting his support of Mr. Hughes and his team in maintaining Sandown Central. The building looks great and provides well for students attending today. Given the long term plans, he would still like to see improvements with window replacement (some cannot be opened at all) and paving. He was able to work with the town in getting the side road resurfaced. Overall the building is in great shape with only minor items to be addressed.

SANDOWN NORTH

Mrs. Liff reported the new carpet in the library is beautiful. They recently held a 10-year celebration which was well attended and a great time. She stated Mrs. Georgian will now focus on replacing the carpet in the office and music rooms (lifting which poses a safety issue) and air conditioning for the cafeteria and gymnasium (it is impossible to be in those rooms during the month of June or whenever the outside temperature hits 80 degrees).

POLLARD SCHOOL

Mrs. Gaydos noted the recent retirement of Bob Crossman has them working to delegate his responsibilities (he would mow the grass on weekends). The new kitchen is great and the new water bubbler is very popular amongst students and staff alike. The front part of the driveway has been repaved and the new flagpole will be in use shortly. There is a new camera in the back of the building covering the loading dock area. She was pleased to report there have been no “roof visitors,” however; there was vandalism to the Pat Peters memorial plaque (since been repaired). She then reiterated her invitation to the Harvest Dinner on October 19th.

ATKINSON ACADEMY

Mrs. Dayotis thanked Mr. Hughes and his team for the new bathroom and summer painting. She noted activity on the 1802 roof in which Mr. Hughes stated was preventative maintenance. She noted a leak in the 1st and 2nd grade hallway; Mr. Hughes is looking into it. She then went on to list items needing attention in her building: 5th grade hall doorway – tile is up and poses a safety issue, and door to the dumpster needs replacement. She rounded out her report commending the Cub Scouts for the landscaping work around the front of the building.

They are returning in October to do more. She stated the condition of the outside of her building is very important to her.

DANVILLE ELEMENTARY

Mrs. Barcelos was welcomed to the committee as the new principal of Danville Elementary. She reported that the school looks good; the custodial staff has worked well around the summer school program – they had a ten day turn-around to get school ready for opening. She stated interior walls were painted, a new boiler was installed, and there are no longer any leaks in the primary wing. She did indicate that the roof is very loud when it rains causing them to put headphones on their students with sensitivities. Mr. Hughes stated he would look into installing a suspended ceiling to buffer the noise.

MIDDLE SCHOOL

Mr. Hogan began his report highlighting the newly painted mural in the cafeteria and the new glass wall separating out the cafeteria (creating a buffer from noise). He added that stands (islands) were removed from the 7th grade science rooms creating more usable space, some lockers were removed, and keys for all doors were made. His custodians do a great job in keeping the building clean. His list of concerns included the constant struggle with hot water in the bathrooms, the condition of the rug in the curriculum coordinator's office, the lack of storage in the building and the need for the world language teachers to teach from a cart. The library space is too small; he would like to create a library commons concept where they can move things around to accommodate multi uses of the room. He would also like put a video production lab by the computer lab. He did purchase a storage shed to address some of the storage issues.

He noted his disappointment in the facilities tour turnout; people missed a valuable opportunity.

HIGH SCHOOL

Mr. Woodworth reported summer projects at the high school consisted of cleaning, painting, stripping and waxing of floors – all making the school look brighter. He stated they have created a technology center, repurposed a SPED room to a literacy lab with a literacy coach available all day long to support students needing help. Over the summer he saw hundreds of work orders go through resulting in great accomplishments. The areas of focus he would like to address include: water pipe couplings that leak, cramped spaces, lack of storage, improving curb appeal, installing newer pavement and re-visiting traffic pattern designs.

Mrs. Withee thanked Mr. Woodworth for changing the barriers at the high school. She stated she noticed during the walk-through that ceiling tiles need replacing – Mr. Hughes has identified the problem but won't be able to address it for the time being. He will move ahead and replace the tiles. She also questioned the custodial and student practices in maintaining the locker rooms on a daily basis – effort could be made so that the area doesn't look so bad.

Other Business

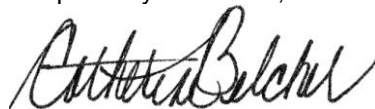
Mrs. Withee noted the committee needed to schedule future meetings for the 2011-12 school year. Mr. Stokinger proposed the following dates that aligned with the Safety Committee's and Budget Committee's schedules:

Tuesdays: October 18, December 13, March 13 and June 12.

The consensus was to approve the dates with the understanding the committee reserved the right to amend the schedule as needed.

With no further discussion, Mrs. Withee adjourned the meeting at 9:38 am.

Respectfully submitted,



Catherine Belcher

Administrative Assistant

Minutes completed and on file September 13, 2011.

Minutes approved October 18, 2011.