

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
October 18, 2011**

Present: Lisa Withee, Chair, George Stokinger, Jim Hughes, Kathie Dayotis, Patrice Liff, Mike Hogan, Michelle Gaydos, Doug Rolph, Nancy Barcelos, Don Woodworth, Angelo Fantasia, Lori Aubrey and Richard La Salle (8:56).

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Withee called this October 18, 2011 Timberlane Regional School District Facilities Committee meeting to order at 8:39 am.

Minutes

Mrs. Withee called for a motion to accept the September 13, 2011 Facilities Committee minutes.

MOTION: Mrs. Gaydos motioned to approve the September 13, 2011 Facilities Committee meeting minutes as presented. Mrs. Dayotis seconded. With no further discussion the motion passed unanimously.

2013 Budget – Project Priorities

Mr. Stokinger began the budget priorities session by presenting a recap of building and site maintenance and renovations including warrant articles over the last five years. He noted the District was less aggressive in pursuing the same level of spending last year due to the state of the economy. He went on to present the first draft projects list that totaled more than \$790k in costs. Committee members then proceeded to go over each item listed to determine its priority for the upcoming budget.

Site Renovations & Improvements

Pollard well: the school has been dealing with multiple water issues where the only real solution is to install a new well. This will require a new well location and tie-ins – estimated cost: \$32k.

Sandown Central paving: the current asphalt at the back of the building is in very poor condition, seams are breaking. This is a high traffic area – estimated cost \$40k.

High School paving and cement projects: several projects listed to include bus loop entrance, gym entrance, main entrance, bus loop sidewalk, track repairs, Greenough Road parking and parking lot painting. It was noted that some items are safety issues while others are preventative maintenance. Mr. Hughes indicated that the Greenough Road sidewalk proposal did not receive a grant thus this project is off the table for the time being.

Total site renovations and improvements projects estimated cost \$183,500.

Mrs. Withee directed the committee to review the entire list prior to making any priority determinations.

Building Renovations and Improvements

Atkinson Academy: door replacements (5), painting and vinyl siding (paint front of 1803 building and side remaining three sides to comply with historical standards).

Danville Elementary: update toilets and sinks in '87 and '62 wings, install a generator to address constant power outage issues (\$200k), update lighting, install suspended ceilings in 9 classrooms (revised estimated cost \$25k).

District Wide: refinish gymnasium floors (done annually), implement online program for MSDS tracking (annual cost of \$2k).

High School: carpet food service director's office, paint gym floor (volleyball lines), build offices for secretarial staff, install ductless A/C in rooms 500 and 611, and divide copier room into two offices. Mr. Woodworth stated that until there is a consensus with design and locations, he recommends holding off on the new offices at this time. They may be able to come up with less expensive ways to address this. These items can be moved out to 1-2 years status and revisited at a later date.

Middle School: carpet the curriculum/assistant principal's office, divide a room for office, and create a 12x20 media room in the library.

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.

Performing Arts Center: none

Pollard School: sink replacement in 100 and 300 wings, window replacement in '87 and '95 wings, create secure area for IT, paint exterior of '95 wing, install suspended ceilings in five classrooms (change estimate to \$12k), sprinkler work and lighting upgrades (associated with suspended ceiling work), and light replacement (56 fixtures).

SAU: carpeting and paint (ongoing improvements) and roof replacement.

Sandown Central: phase III of siding project (gym), paint inside of gym, and lighting replacement.

Sandown North: carpeting in guidance office, music room and front office, and lighting replacement.

Mrs. Withee inquired about the loss of grant moneys used to fund positions in the previous year and how this would affect the current budget. She cited this would have a bearing on how many projects the committee would endorse.

Mr. La Salle indicated they worked hard to avoid, what is called the "cliff effect," where grant moneys are used for a limited period of time and once discontinued, the district would need to make up the cost. One piece affected by this "effect" is one half of the YEES program. Most of the students serviced by this program are also served by the special education program. The other area is EDJOBSNH. Raises for non-affiliated staff (2%) were kept off the operating budget and will be moved back to the budget this year. He noted preschool positions and others that were also funded via the grant, a total of \$350k, would need to be moved back to the budget. He stated they are anticipating a favorable year with benefit costs and flat energy costs - \$350k is not insurmountable. He went on to say that there are no significant reductions in personnel planned.

Mrs. Withee inquired about the exterior of the PAC. Mr. Stokinger indicated they have been patching and painting as large pieces of the exterior (beige portion) are falling off. Sooner or later they will need to address; however the cost is expected to be six digits.

Discussion on the political impact of this problem ensued. It was noted that the bond on the building does not end until 2019 and it would not be wise to address such a costly item to the taxpayers at this time. The best case scenario would be to address this with the high school renovation plan, creating a consistent facade along both buildings. The only problem is that the high school renovation plan is tied to the Capital Improvement Plan which continues to be pushed out additional years.

Mr. La Salle noted that it is difficult to adjust back to regular trend spending after having a very conservative spending year. He asked if they should be more aggressive with building improvements. Mrs. Withee stated that the recent budget presentation indicated the budget was up in all areas. She is not comfortable with increasing in this area too. She noted the teachers' contract and the athletic renovations will be presented in warrant articles, but she is not convinced they can offer a higher facilities budget in addition to all the other budget increases. Mr. La Salle countered with the timing of the warrant articles and bond noting this would be a favorable time to propose an aggressive facilities budget.

Mrs. Withee directed building principals and directors to review the list of projects to determine priority placement. She reviewed the scenarios of reducing the budget and noted safety issues are to take priority over other items. She then asked principals to present priority items that are absolutely necessary.

Mr. La Salle noted the importance of not cutting the generator from the Danville project list as doing so might cut the discussion altogether. Danville is continually plagued with outages. He noted this item needs to be part of Danville's long term plan as it is both a safety and health factor. He recommended phasing in the project.

Atkinson Academy/Mrs. Dayotis/Mr. Hughes: door jams are rotting, door replacement necessary. Hold off on painting and siding for now.

Danville Elementary/Mrs. Barcelos: request to reprioritize suspended ceiling as this directly impacts learning. Remainder of items can be moved out. Generator would be great as they lose power all the time. Keep on the table at this time.

High School/Mr. Woodworth/Mr. La Salle: floor refinishing is a must but can be moved to operational budget as it is done each year. All other items can be pushed out at this time as they are more for comfort except for A/C to room 611. Also, keep volleyball line painting as priority.

Middle School/Mr. Hogan: keep all items as priority – carpeting, office and video lab.

Pollard School/Mrs. Gaydos/Mr. Hughes/Mr. La Salle: ceiling project most important as it impacts instruction, sink replacement can be pushed back, IT area is a priority, window placement can be pushed out, and painting, lighting and well to remain priority. Biggest energy violators are window systems with some dating over 50 years old. Suggest creating a district line item to address windows on an annual basis.

SAU/Mr. La Salle: carpeting, painting and roof to remain priority.

Sandown Central/Mr. Rolph: paint chipping and falling on gym floor thus remains a priority. Lighting also priority as bulbs for current outdated light fixtures will not be available. Siding can be moved out to another year.

Sandown North/Mr. Liff: carpeting and lighting have already been pushed out a few years; they need to remain priority.

Mr. Stokinger announced a new subtotal of \$455,900 when applying all of the previously noted priority changes - \$255,900 if the Danville generator is removed from the list.

Committee members then reviewed the site renovations and improvements list noting the following changes:

Sandown Central paving can wait another year. Mr. La Salle noted that the area that needs priority is the water systems. Schools can be closed down based on this issue; DES standards are getting tighter and tighter and the District must take measures to address it. Discussion ensued on the timing and presentation of addressing the water systems noting the Lewis report will clearly support new wells be considered a priority.

District paving projects were reviewed. It was noted that if the athletic renovation bond were to pass, the bus loop item would be addressed. Consideration was given to allocating any extra moneys to this project in the spring.

New sites subtotal: \$143,500 bringing new grand total to \$615,900. Additional discussion transpired on strategies to reduce the maintenance and renovations budget in relation to the water systems and generator as well as the process for further reductions if needed.

Principal's Building Report

Due to the time spent on the budget priorities list the principals' report was postponed to the next meeting. Mrs. Gaydos reported on a playground equipment issue she has been dealing with. Mr. Hughes indicated he was working on a solution.

Other Business

Mrs. Withee noted the next meeting date was scheduled for Tuesday, December 13 unless the committee determines an earlier meeting is necessary.

With no further discussion, Mrs. Withee adjourned the meeting at 10:34 am.

Respectfully submitted,



Catherine Belcher

Administrative Assistant

Minutes completed and on file October 19, 2011.

Minutes approved March 13, 2012.