

**TIMBERLANE REGIONAL SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING MINUTES
October 22, 2013**

Present: Nancy Steenson, Co-Chair, George Stokinger, Co-Chair, Kelly Ward, Jim Hughes, Mike Hogan, Nancy Barcelos, Dennis Heffernan, Jo-Ann Georgian, Kathie Dayotis, Don Woodworth, Scott Strainge, Michael Mascola, Doug Rolph, Kathy McKechnie, and Dr. Earl Metzler.

At the SAU Office, 30 Greenough Road, Plaistow, NH, Mrs. Steenson called this October 22, 2013 Timberlane Regional School District Facilities Committee meeting to order at 8:35 am with the Pledge of Allegiance.

Minutes

Mrs. Steenson allowed a few moments for committee members to review the September 10, 2013 minutes and then called for a motion.

MOTION: Mr. Heffernan motioned to approve the September 10, 2013 Facilities Committee meeting minutes as presented. Mrs. Barcelos seconded. With no further discussion the motion passed unanimously.

2014-15 Budget – Projects Priorities

Mr. Stokinger provided an historical review of the building and sites maintenance and renovation spending for years 2009-2013. He noted the stated defines 4600 Building Improvement Services as activities concerned with building additions and with installing or extending service systems and other built-in equipment, and 450 Construction Services to include amounts for constructing, renovating and remodeling as part of major capital projects. Used only with functions 4500, 4600. Small and routine projects are classified as 430.

The committee then reviewed the Major Maintenance and Renovations Projects list for budget year 2015 item by item to determine placement within the 2015 proposed facilities budget or for placement in future budgeting years. Madam Chair Steenson reviewed the priority legend, both numeric and alpha, and noted numeric items would be included in the 2015 proposed facilities budget and alpha items would be pushed out to subsequent years.

Atkinson Academy

The following items were reviewed, rationale provided and placed in the 2015 proposed budget list: Cafeteria roof (standing water, needs repair - \$21,300), T5 lighting (last gym in district to be upgraded - \$6k), and siding of '87 and '95 wing (has insulator value - \$32k). Floor renovations, internet based building management system and generator were placed on hold or coded as long term projects. Consensus was that a generator at the high school is a higher priority as Atkinson does not experience many problems with power outages and the high school is used district wide in cases of extreme outages.

Danville Elementary

The following item was reviewed, rationale provided and placed in the 2015 proposed budget list: internet based building management system (Using these systems has reduced significantly the amount of energy used by the district. The internet access optimizes the adjustments that can be made to building's energy settings - \$25k). The coil and condenser replacement for the AC was removed from the list as this would be completed in-house this year.

District

The following item was reviewed, rationale provided and placed in the 2015 proposed budget list: district-wide window replacement (ongoing project whereby windows are replaced throughout the district each year - \$16,500).

High School

The following items were reviewed, rationale provided and placed in the 2015 proposed budget list: carpeting of main office/hallway/guidance and reception areas (needs to be addressed this upcoming year - \$14,500), rooftop exhaust fan for Kiln room (\$5k), window film on single pane glass (will increase R-value without replacing windows - \$25k), carpet in library computer lab (heavily trafficked area will replace with 2x2 floor tile carpeting - \$8k), granite floor tile for PAC entrance and gym foyer (highly trafficked, will use as test for use in other areas of building - \$16,500), automatic gym bleachers bank (safety issue, long term money saver - \$20k),

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.

numerous door replacements (safety issues – door #7/\$600, #10/\$2,600, #12/\$3k, and #13/\$1,500), locker room stalls (respect/privacy issue - \$13k), and generator (point of distribution, need to look at possible federal funding, safety/emergency preparedness issue - \$225k). Athletic AC duct work, press box, office space, storage, locker room upgrade, and air handler replacement were moved out to the future projects list. Carpeting of main admin area was removed from the list.

Middle School

The following items were reviewed, rationale provided and placed in the 2015 proposed budget list: renovate restrooms (anticipation of meeting ADA requirements for an incoming 6th grader - \$10k), paint exterior of building (front of building - \$20k), paint courtyard (northern wall - \$5k), replace roof top unit (2 of 2 - \$25k), move computer lab (accessibility - \$1,200), renovate SPED suite (create reception/office - \$20k), replace/repair numerous doors (safety issues – door to library/\$2,500, #3/\$3k, #9/\$500, #10/\$2k, #11/\$1,500, #12/\$1,500, #13/\$1,300, #15/\$3,600, #16/\$4k, #17/\$3,700, #18/\$1,500, #19/\$3k, #20/\$3k, courtyard (4)/\$9k, library (main entrance)/\$1,500, #4/\$5,500). It was noted that not much has been done to the middle school in light of an anticipated long term plan. Library storage, kitchen renovation, and replacement of pneumatic were moved out to the future. (Subtotal so far: \$581,000.)

PAC

Paint interior lobby (\$12k).

Pollard

The following item was reviewed, rationale provided and placed in the 2015 proposed budget list: repair of bubbler drain (to be done in-house - \$5k). The replacement of boiler room pumps, the internet based building management system and the generator were moved out to the future projects list.

Sandown Central

The following items were reviewed, rationale provided and placed in the 2015 proposed budget list: paint exterior of gym (to be done in place of phase II siding - \$16k), and install custodial closet sink (\$6k). Window replacement and phase III siding were removed from the list. Kitchen renovation (should be a warrant article if they wish to move ahead - \$366k), generator and internet based building management system were moved out to the future projects list.

Sandown North

The only item listed for 2015 budget consideration was the exhausting of the dishwasher room; however, after discussion the item was moved out to the future projects list along with the backup boiler and generator.

Mr. Stokinger noted the subtotal of the priority items of \$610,000. He then moved on to review of the site renovation and improvements list.

Pollard

Bus loop paving was listed as a future project (2nd part of what was done a few years ago - \$63k) and the fencing between the church and the school was removed from the list.

Sandown Central

Painting of the exterior of the gym was removed from the list as it was listed under the building renovations list.

Sandown North

Paving, create more parking and tree and slope removal were discussed and it was determined the paving items as listed for this school were considered safety issues (\$33,500 & \$85k). Sandown North has the most reported injuries due to the uneven pavement and sidewalk.

Discussion about the committee's charge ensued whereby it has been their practice to keep level funding of facilities projects at about \$600k; however, the committee also acknowledged that safety issues need to be addressed and they need to be practical in maintaining the district's facilities. Dr. Metzler noted the committee needs to work smart, and consider the long term effects of continually pushing necessary projects out. They need to look at the big picture.

Mr. Woodworth suggested warrant articles for some of the bigger projects. Mr. Heffernan noted that times are different now; they must deal with safety situation which come at a cost. Mr. Stokinger noted that the district has

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.

an insured value of \$100 million and asked what percentage is a reasonable amount in terms of re-investing to maintain these buildings. The proposed budget items reflect only a 1% investment.

Committee members opined they have been responsive to the poor state of the economy over the past decade, however; the economy is getting better. The committee is also charged with meeting the needs of students and staff as it relates to safety, comfort, and learning/teaching environments.

Upon reconsideration of the paving project at Pollard School, the item was given priority back on the 2015 proposed facilities budget. Middle School paving (\$110,370) soccer field upgrade and irrigation (\$57,500) and high school pathway (safety issue - \$25k) were also given priority.

The total proposed facilities budget now reflects \$610k in building maintenance/renovation and \$311k in sites.

Madam Chair Steenson asked for clarification as to the philosophy of the committee – it has been for level funding in the past, did they wish to consider another direction?

Committee members engaged in discussion which included: the need to budget for what they need as they end up spending more when projects are pushed out. The economy is better. The proposed facilities budget is 50% higher than last year but still only less than 1% of the assessed value. The district defers millions of dollars worth of work each year. Many of the projects are way overdue. Families spend more than 1% of their assessed property value each year to maintain their homes.

Madam Chair Steenson asked for an unofficial vote in support of moving the \$900k facilities budget forward to the School Board and Budget Committee. The vote was unanimous.

Dr. Metzler added the district is charged with developing teachers, providing materials for students and offering safe and efficient facilities thus the committee needs to be clear about what they need to accomplish this. Madam Chair Steenson commended the building principals for continually identifying items that need to be completed in the short term versus those items that can wait. Also commended was Mr. Hughes for his ability to get work/projects completed with limited resources.

Dr. Metzler stated the committee is asking for less than half of what they need and they should look at how much they didn't spend versus how much they are asking to spend.

Principal's Building Report

With meeting time running out, Madam Chair Steenson asked if there were any pressing items to be reported under principal's building report; if not, could they wait until next meeting to report?

Mrs. Dayotis inquired about the phone system.

Future Meetings:
February 11, 2014
May 13, 2014

With no further business before the committee, Madam Chair Steenson adjourned the meeting at 10:10 AM.

Respectfully submitted,


Catherine Belcher
Executive Assistant

Minutes completed and on file October 22, 2013.
Minutes approved February 11, 2014.