

TIMBERLANE REGIONAL SCHOOL DISTRICT

-District Facilities Committee

Date: October 11, 2016 **Held at Superintendent's Office**

Chairs: Jack Sapia & George Stokinger

Call to Order by Mr. Sapia, 10:19am.

In attendance: Jack Sapia, George Stokinger, Dr. Earl Metzler, II, Nancy Louiselle, Kathleen Dayotis, Michelle Auger, Nancy Barcelos, JoAnn Georgian, Douglas Rolf, Donna Green, Donald Woodworth, Mike Hogan, Sue Sherman, Heather Roy, Jim Hughes and Geoffrey Dowd.

Approval of the Minutes from the May 10, 2016 and September 6, 2016 meeting:

Motion to Approve the May 10, 2016 Meeting Minutes. Made by Mrs. Sherman, second by Nancy Barcelos. Vote called and passed.

Motion to Approve the September 6, 2016 Meeting Minutes. Made by Mrs. Sherman, Second Mrs. Georgian. Discussion on changes for the Committee's mission statement, although not reflected in the minutes, they were reflected. Vote passed.

CIP Presentation by Sue Sherman:

CIP was set for \$1.6m for the current year. George worked extensively to pull everything together. The CIP places an order to things for Budget Committee consideration.

Ms. Auger requested clarification on how things which need to be addressed are addressed when too late for the CIP? Mr. Sapia and Mrs. Sherman noted the CIP plan is for planning purposes. Should a need to come up, that need would need to be addressed.

Mr. Hogan requested clarification on the High School / PAC / Middle School connector. Discussion ensued.

2017-2018 Project Budget (under \$10,000 CIP Level):

The 4600 account items, which were from CIP, were reviewed with discussion on each.

Over \$10,000 (CIP):

- Replace courtyard window & wall system – High School
- Replace athletic wing building management system – High School
- Architectural study for front office and storage – High School
- Enclosed building connector – High School / PAC / Middle School
- Automatic bleachers – Middle School
- Enlarge meeting area – off cafeteria – Middle School
- Install basketball hoop motors – Middle School
- Locker replacement 1200 wing (phase 3) – Middle School
- Upgrades to band/practice rooms – PAC
- Replace circulation pumps – Pollard School
- Upgrade building management system – Pollard School
- Install classroom observation windows – Sandown Central
- OT/PT Classroom ADA exit ramp – Sandown Central

Non-CIP:

- Replace cement board wall at gym foyer (originally \$9,500, now \$12,000)

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- Door painting – various projects listed for sanding, priming and painting. Mrs. Green asked how much door replacement would be. Mr. Hughes noted the doors can be \$5,000 or more and still need to be painted.
- Outlets for projectors – 46 interactive projectors, possible move to operations budget, currently budgeted at \$2,300. Dr. Metzler requested that unless installation could be guaranteed, external installation should be budgeted.

Motion to change budget number to \$11,500. Made by J. Sapia, second by H. Roy. Vote called. Passed unanimously.

- Middle School – Phase V painting \$14,500. Question on why this did not get included in the CIP? Further discussion ensued on what can be included in the CIP after the CIP completes its work and review.

Motion to move Middle School Phase V painting of \$14,500 for one year and include in CIP. Made by S. Sherman, Second by H. Roy. Discussion ensued. Vote called. Motion passed (11-5).

- Continuing with Middle School – Phase V. Discussion ensued on whether the CIP threshold should be the \$10,000 threshold.

Motion to split the project up such that each come into \$10,000. Failed for lack of a second.

Motion for Reconsideration of Motion to move Middle School Phase V painting of \$14,500 for one year and include in CIP. Made by G. Stokinger, Second by M. Auger. Passed unanimously.

Motion to Not Defer Middle School Phase V Painting. Made by Mrs. Sherman, second J. Sapia. Vote called. Passed.

Motion to Adjust the Phase V painting project to \$9,900, made by Roy. Passed (14-2)

Motion to Include Music Room Doors (\$6,000) and Chorus Room Doors (\$6,000) at the Middle School, Band Room. Made by H. Roy, second by J. Sapia. Passed (15-1)

Motion to Recommend School Board Increase the Minimum Amount of CIP Consideration to \$25,000 Effective from Year 2 On. Made by M. Auger, second by J. Georgian. Mrs. Green noted the threshold doesn't necessarily matter since the process was undermined. Mr. Sapia noted he would not allow this in the future. Mrs. Green reiterated her concerns. Vote called. Passed (15-1).

Site Improvement Accounts: Mr. Stokinger commented the present proposal is consistent with prior year spend.

CIP items:

- Parking lot LED light replacement – Danville Elementary
- 4 new tennis courts – High School – budget estimate for turnkey was recommended at \$180,000, presently at \$180,000.
- Resurface existing tennis courts – High School
- Construct JV & MS softball dugouts – High School & Middle School
- Paving phase V from PAC to Middle School – PAC & Middle School

Non-CIP items:

- Access road (Birch Street) & water line (\$258,000) – Atkinson Academy. Consideration of CIP at a future date.
- Front step repairs – Pollard School
- Draining lining – Pollard School
- Repave access road (\$90,000) – Pollard School. CIP included \$90,000, true estimates are \$28,500. Scheduled for Year 2 in CIP.

Motion to include \$28,000 in the 2017-18 Budget for Pollard Access Road Repaving. Made by M. Auger, second S. Sherman. Vote called. Passed unanimously.

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- Traffic flow, move parking lot, electrical for future lighting – Sandown Central. D. Rolf indicated the traffic flow has changed and this project makes sense from a safety perspective.
- Sandown Central signage – Sandown Central.

G. Stokinger noted that after the modifications, we are \$100K less than the current budget when looking at the 4600 and 4200 accounts.

Motion to move to \$1.2M on to school board and budget committee as revised. Made by S. Sherman, second J> Sapia. Vote called. Passed unanimously.

Principal's Building Reports:

Atkinson Academy: Working on new doors with Rodney. Portion of roof was supposed to be replaced last weekend, but due to the rain, it will be addressed.

Pollard School: New playground equipment will be delivered and installed soon. Dr. Metzler noted where there is before and after school, signage would clarify that use for the public would be limited during the day. The manner of way in which the message is conveyed is important. Dr. Metzler conveyed a message to be posted on all fields. No approval is necessary, but opinions of the Committee were conveyed for consistency in conveying the message at the fields.

Danville Elementary: A security gate was installed to limit access to the building for after-hours activities. PTA is fundraising for new playground equipment. A walkway has been constructed from fundraising bricks. Mrs. Barcelos is seeking options on fundraising for a new sign. Notification from DES on an existing water issue had been previously conveyed. The fence was fixed where a tree previously fell. Air handlers are still an issue. Rm. 109's air handler issue was a loose panel. Rm. 238 is in process. A student in Rm. 238 has indicated problems concentrating.

Sandown North: The police safety drill brought up some areas for improvement. One area they will be looking at is re-labeling the wings from "A", "B" and "C" to "Stagecoach Wing" and "Access Road Wing". Fencing was installed. Some concern has been expressed there is a safety issue with no fencing around the large boulders.

Sandown Central: The playground looks great, the fence will need to be completed. The area which was paved has made a big difference with bus traffic. Line painting has been helpful. Dr. Metzler noted there is no sound system at the school. Similar systems are 2 speakers and a microphone. The question was why this was not included in the budget.

Timberlane High School: M. Auger noted the visitor's sections of the bleachers were worn. H. Roy noted the temperature in the gym is extreme, either too hot or too cold. \$98,000 was budgeted in Year 4. The heat seems to be more of an issue than the cold. Heat exhaustion is a concern among students and players. The gym is rendered unusable for certain events. J. Hughes expressed that he would be more comfortable at \$125,000 over the \$98,000 proposed in CIP.

Motion to move \$98,000 to Year 1. Made by H. Roy, second by Dr. Metzler. Vote called.

Middle School: M. Hogan noted cameras have been installed and sightlines have been increased for school pickup. Bathroom improvements have been made.

Motion to Accept a revised figure of \$1.333M for Facilities Committee 4200 and 4600 Accounts. Vote called. Passed unanimously.

Other Business:

Concession stand metal roof system: J. Hughes noted this was a work in progress.

Fence around they JV outfield / Middle School: J. Hughes noted this is budgeted, scheduled before frost.

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Concerns on varsity baseball field being beyond repair: J. Hughes has been assured the grass is dormant with a follow up plan with J. Dow to cut out sections and re-sod. J. Sapia requested a comprehensive plan.

Ongoing water needs: At the last School Board meeting, J. Sapia proposed sending out an RFP for drilling wells to support the needs of the main campus.

Grounds outsourcing: At the last School Board meeting, J. Sapia proposed consideration of outsourcing grounds maintenance.

S. Sherman was wondering if there is a Facilities Committee Meeting on November 29, 2016 as we agreed at the September, 6, 2016 meeting. The meeting would start at 10:30 at the SAU.

Meeting adjourned at 12:35pm.