

SAU #39 Facilities Committee Meeting

Thursday, January 16th 2020

Meeting Minutes

Attendees:

Administrative Team: Adam Steel- Superintendent

Committee Members: Amy Facey- Chair, SCSB Member, Pim Grondstra- SCSB Member, Laura Taylor- SCSB Member, Ellen Grudzien- ASB Member, Tom Gauthier- ASB Member, Brian Coogan- JFC Chair (previous), Shannon Gascoyne- JFC Member (previous), Christine Grayson, ASD Ways and Means Member, Amherst NH, Victoria Parisi, ASD Ways and Means Member, Amherst NH, and Kristen Patenaude, Amherst NH, Jeanne Ludt, SAFC Member/ SCSB Member (previous) Amherst NH.

Public: John Bowkett, Amherst NH.

Meeting Minutes: Danae A. Marotta

I. Call to Order

Chair of the SAU #39 Facilities Committee, Ms. Amy Facey, called the meeting to order at 6:08 PM.

II. Discussion

Chair of the SAU Facilities Committee, Ms. Amy Facey, asked members of the committee if they had any feedback from the recent Public Hearings. It is great to hear from members of the Public.

Ms. Ludt commented that each of the school districts should talk about how they are working together.

Mr. Coogan suggested highlighting that they are also working with MV as well, and looking at their costs.

Ms. Facey added she had spoken with Ms. Gascoyne and she had an idea of breaking up into sub-committees such as Communication Strategy, Data Review, and Speakers Bureau.

Ms. Gascoyne remarked that they are in a complicated place as voting has not taken place yet.

Ms. Grayson asked Superintendent Steel how the community has been to his speaking engagements.

Superintendent, Mr. Adam Steel, replied that people have been very receptive and very well received.

Ms. Grudzien asked about the amount of people.

Mr. Steel replied, about 200, varying groups.

- 34 Ms. Gascoyne suggested that they all use the same language and that is key.
- 35 Mr. Gauthier added that they reviewed their entire PH and that it was called Study for
36 Renovation or Replacement. He added that Ms. Croteau sent over some information outlying
37 what \$150k will get. He added that he will be doing the speaking part of the \$150k that is
38 imbedded in the budget.
- 39 Ms. Facey asked if he could share his speaking notes with her.
- 40 Mr. Gauthier replied, yes.
- 41 Ms. Grudzien added that transparency and wording is important.
- 42 Ms. Ludt asked what the \$150k will do for the ASD.
- 43 Mr. Gauthier replied that it was their job to communicate that to the community.
- 44 Ms. Grudzien noted that they have an editorial every month and asked Ms. Ludt how should they
45 use it in this case.
- 46 Ms. Ludt replied to discuss this committee and purpose.
- 47 Ms. Grudzien added that they were also told that they need to show urgency.
- 48 Ms. Ludt recommended that information needs to be bulleted with the points that they are trying
49 to make. They also need to get that message out about urgency. She had a meeting at the Middle
50 School and was horrified.
- 51 Ms. Facey asked if it makes sense to assign them Communications, Data Review, and Speakers
52 Bureau.
- 53 Ms. Grudzien added that Ms. Gascoyne is working on a logo.
- 54 Ms. Facey asked Ms. Grudzien if she would head up the Communications subgroup.
- 55 Ms. Grudzien replied, yes.
- 56 Ms. Facey suggested Vice Chairs.
- 57 Mr. Grondstra emphasized that they need oversight.
- 58 Ms. Grudzien added that they cannot determine a lot until after the vote. She then asked if
59 anyone is opposed to having a citizen apart of their meeting so that they can be informed (as a
60 communication tool).
- 61 The committee replied that they are not opposed.
- 62 Ms. Facey added that written quotes only are preferred with the Cabinet.
- 63 Mr. Gauthier suggested that they write and he will help.
- 64 Ms. Grudzien added that they will provide a monthly article, not an editorial.

- 65 Ms. Ludt asked if they were planning on using social media.
- 66 Ms. Grudzien replied, absolutely, there is a FB page called Stand up for Your Schools. She then
67 noted that she has a few tag lines and will email them all out for a vote.
- 68 Ms. Facey then turned it over to Superintendent Steel.
- 69 Mr. Steel noted that he thought it would be helpful to show the committee how a building
70 operates. He explained how he took reports put them into a spreadsheet and figured out a plan
71 how to fund these projects.
- 72 He then handed out the report.
- 73 Mr. Bowkett noted that the Annex is missing.
- 74 Mr. Steel replied that this is just Wilkins, however, all buildings were completed.
- 75 He then noted that page 2, shows the Property Overview. The report notes that the school was
76 built in 1967 and expanded in 2008.
- 77 Ms. Ludt noted that they had been having
- 78 Ms. Taylor remarked that her daughter was there in 2008 and they had renovated the location
79 where they cook food.
- 80 Mr. Steel added that costs for the development's site related elements total \$743,388 or \$13.46
81 per square foot in inflated dollars.
- 82 Ms. Ludt inquired about figures per student, per square foot in elementary and the optimum
83 number of students in a classroom.
- 84 Mr. Steel replied, that the State of NH says 900 square feet for 1st-6th grade. So, 30 feet per child
85 with 30 kids per classroom. The exception is Kindergarten and that is 1,000 square feet, 40 feet
86 per child with 20 kids per classroom.
- 87 Mr. Ludt asked about the high school.
- 88 Mr. Steel replied that he will double check. It is referenced in ED 321.
- 89 Ms. Gascoyne asked about the triangle classrooms at AMS.
- 90 Mr. Steel clarified that it is referenced in ED 321.10. He then read
- 91 Ms. Grudzien asked
- 92 Mr. Coogan asked about the space of closer to 900
- 93 Mr. Steel then turned to page 3, Executive Summary and Site. Mechanical Room is listed on
94 page 4.
- 95 Building Mechanical and Electrical Systems are on page 5. Major building systems include the
96 fire sprinkler system, distribution piping for hydronic heat, domestic hot and cold water, sanitary

97 wastewater, and natural gas services, heating, ventilation and air conditioning (HVAC) services,
98 electrical, fire detection and security.

99 He then noted that there are pictures and they have pointed out things that they have noticed.

100 He then discussed the roof at Wilkins.

101 Mr. Coogan commented on the bathrooms in the portables.

102 Mr. Steel then went to page 14, bottom left, boilers.

103 Mr. Bowkett asked if it is a number 2 or 6.

104 Mr. Steel replied number 2. He then added that they usually have unit ventilators.

105 He added that on page 14 bottom right, shows an electric-heated DHW tanks.

106 Mr. Steel added that point of use hot water heater.

107 On page 15, is the fire alarm control panel in the front of the building so that the fire department
108 can get to it.

109 On page 16, is the propane tank that is no longer in use.

110 Ms. Bowkett asked about the number of portables that are in use at this time.

111 Mr. Steel replied, 2 portables, approx. 100-110 students, 4 classrooms.

112 He then went to page 17, the Capital Needs Summary. They have broken it down and you see
113 huge volatility.

114 Page 18-19, is a 20 year by year breakdown.

115 Ms. Grudzien asked if what was scheduled to be repaired 2018 was fixed.

116 Mr. steel replied, no, however, they had other major repairs that needed to be done, Clark Septic
117 and AMS Plumbing.

118 Ms. Grudzien suggested that they make that known to the public.

119 Mr. Steel explained page 20, Parking/Driveways/ Courtyards. The Cost per Unit in 2018 was
120 \$2.45, with a total cost of \$303,589, age 8, and an expected useful life of 20 years.

121 He explained that there is an interdependency between some of these things.

122 He then added that this is doing all of the systems in great detail.

123 He then reviewed page 28, Roof Systems.

124 Mr. Gauthier commented that the plan can change.

125 Mr. Steel replied, yes.

- 126 Mr. Steel explained the difference between VCT Vinyl Composite Tile and Ceramic Tile. VCT
127 requires frequent strip and wax compared to ceramic tile with lower maintenance.
- 128 Ms. Grudzien asked if there was ceramic tile in high schools.
- 129 Mr. Steel replied, yes, in Windham HS the main hallways are ceramic tile. There is always this
130 debate and many decisions to make.
- 131 Ms. Grudzien asked about page 30.
- 132 Ms. Grayson inquired about touring the original facilities.
- 133 Mr. Steel replied, yes.
- 134 Ms. Parisi asked if this was a public document.
- 135 Mr. Steel replied, yes. He does not share the floor plan of the schools.
- 136 He then explained that he took every piece of data from the capital needs assessment, added it
137 where he believes that it needs to go and added to it things that were not in the report. That is
138 how they came up with \$650k.
- 139 Ms. Gascoyne asked about the maintenance staff.
- 140 Mr. Steel replied, Mr. John Robichaud, is Director of Facilities, then three maintenance people
141 and custodians in each building.
- 142 Ms. Gascoyne asked about accountability. She added that they do not need to answer that right
143 now.
- 144 Ms. Grudzien asked about the turf field.
- 145 Mr. Grondstra noted that he does not want to use tax dollars.
- 146 Discussion ensued.
- 147 Ms. Facey asked how much time should they be spending looking at Wilkins and Souhegan.
- 148 Mr. Steel, replied it would be helpful for this committee to know Clark/ Wilkins and AMS very
149 well.
- 150 He then suggested after they know what direction they are going to make a funding plan, with a
151 consistent tax rate, for the next 40 years.
- 152 Ms. Grudzien asked how much is the \$685k going to cost an average size house.
- 153 Mr. Steel replied, approx. \$116 per year.
- 154 Ms. Facey added that SAU #39 Business Administrator, Ms. Michele Croteau, can figure that out
155 for them.
- 156 Mr. Coogan asked for the current cost of running the buildings and energy efficiency rates. He
157 then added that they can possibly demonstrate that they are getting and then reduce.

158 Mr. Steel noted that the \$150,000 will help them get greater efficiency.

159 Ms. Ludt asked about Building Maintenance Fund.

160 Mr. Gauthier commented that they have \$22k in the Maintenance Fund currently.

161 Discussion ensued.

162 Ms. Facey added that this is good information and good to have.

163 Mr. Coogan noted that one of the key messages is that they are being as thoughtful as possible
164 while managing the tax rate. Second, facilities that were built 60-80 years ago they were not
165 designed with the legal obligations of today. There is also a key safety aspect in that they have
166 put kids in less than optimal situations. If you think about the overall broader economic impact,
167 they are not near a major economic hub and that is where it has sat. Some people need to be
168 cognitive about that.

169 Ms. Ludt added that the planning board needs to read Mr. Steve Frades report. He added that it
170 stated that they need to build more single houses.

171 Mr. Coogan remarked that the builders are not doing that.

172 Ms. Facey added that they covered a lot of ground tonight and she wants to get clear on the next
173 steps and meeting time. She added that she is a little unclear about the subcommittees tasks.

174 Ms. Grudzien noted that Communication subcommittee will be completing a tag line, logo and
175 informational materials.

176 Ms. Gascoyne asked about the communication strategy for the committee.

177 Ms. Grudzien added that this is a sideline for communication

178 Ms. Gascoyne asked about scripts that they can have.

179 Mr. Grondstra commented that they need to come up with discreet tasks and discreet timing and
180 he can create a spreadsheet. He added that they need to keep track of it.

181 Mr. Coogan- Data Review

182 Ms. Grudzien added that everyone should have a SAU email.

183 Ms. Gascoyne-Speakers Bureau. She noted that they will meet and figure it out.

184 Ms. Facey asked for the members of the subcommittee to send their information to Mr.
185 Grondstra.

186 Ms. Facey noted that the next meeting is in two weeks, Thursday, January 30, 2020 6:00PM

187 Ms. Facey added that she will send out an agenda.

188 III. Meeting Adjourned

189 **Ms. Facey adjourned the meeting at 8:00PM**

