

1 Joint Facilities Advisory Committee Meeting

2 Thursday, March 18th, 2021

3 Meeting Minutes- Approved 04 01 2021

4 Attendees Via Webinar:

5 Administrative Team: Adam Steel- Superintendent, Michele Croteau- SAU #39 Business
6 Administrator and Director of Facilities- Roger Preston.

7 Committee Members: Shannon Gascoyne-JFAC Vice Chair, Amherst NH, Victoria Parisi-
8 Amherst NH, Jeanne Ludt, Amherst NH, Brian Coogan, Amherst NH, Brian Coogan- Amherst
9 NH, Pim Grondstra- SCSB Chair

10 Meeting Minutes: Danae A. Marotta

11 Public:

12 I. Call to Order

13 **Vice-Chair of the Joint Facilities Advisory Committee, Ms. Shannon Gascoyne, called the**
14 **meeting to order at 5:01PM.**

15 She noted that Chair, Ms. Amy Facey, is not available tonight.

16 II. Minutes Approval

17 **Mr. Grondstra motioned to approve the 02 18 2021 Draft Minutes. Ms. Grund seconded**
18 **the motion. There was no discussion. The vote was unanimous, motion passed.**

19 III. Discussion

20 Ms. Gascoyne noted that she and Ms. Facey have attended the march ASB meeting to provide
21 updates on behalf of JFAC and they will continue to partner with the board going forward. They
22 will also be attending the Board of Selectman meetings regularly starting in April. They will also
23 be reaching out to committee chairs. The Clark Exploration committee has already begun
24 connecting with the town and so have members of the PR committee.

25 They have a bi-weekly meeting that they are calling the Facility Project Team. That meeting
26 includes the ASB Chair, Ms. Elizabeth Kuzsma, herself, Ms. Facey, Superintendent Steel and
27 Facilities Director, Mr. Roger Preston. That meeting is really an effort to keep the work of this
28 group, and the school board tightly aligned.

29 They will soon have an RFP process underway and there will be more information to share
30 tonight.

31 Mr. Preston noted that the RFP is prepared and goes out tomorrow. They developed it as a group
32 and reached out to legal counsel so that they have reviewed it as well. The RFP comes back on
33 April 19th for them to review and they will meet as an internal committee on the 20th. They have
34 also set up interviews for April 22nd from 3-6 for three selected architects.

35 Mr. Gauthier asked about the specifics of the RFP.

36 Mr. Preston explained that they have outlined the project in 6 phases and what they are calling
37 out for the architects to do.

38 Ms. Grund inquired how many architects work on schools.

39 Mr. Preston replied between 10 and 12 different architects. They are looking for ones that the
40 licensed in NH. They have solicited all of them and he has added some more Massachusetts
41 vendors.

42 Mr. Steel added that he wants to make sure that the committee understands that this is not called
43 a bid. In a bid process, they are looking for the lowest price for a commonly purchased good or
44 service. They are looking for the right person and the best value.

45 Mr. Preston noted that he will add it to the slack channel, and they have a section on the website.

46 Ms. Ludt inquired if they provide the original drawings that were made.

47 Mr. Preston replied that they are using the conceptual designs that they came up with Lavallee
48 Brensinger. Those are shared in the RFP. All of the information from the Clark and Wilkins
49 Master Plan, the Master Summary, the Amherst School Executive Plan, all of those documents
50 are included.

51 Ms. Gascoyne asked for further questions.

52 There were no other questions.

53 • Construction Cost Committee

54 Ms. Gascoyne thanked Amherst Community Member, Mr. Steve Barnaby, for also helping with
55 the committee.

56 Mr. Preston thanked him as well. They have met with AMS Principal, Dr. Bethany Bernasconi,
57 to go over the Amherst project. They are taking this information and providing the selected
58 architect with just a little more detail about where they want to go with the project, which is not
59 at all changing, but working with that conceptual design that is already created for them. They
60 will then be able to fine tune the cost.

61 Ms. Parisi inquired if this would be a natural next step, to look at what they had in the project, to
62 whittle down and make sure that the priorities are all set.

63 Mr. Preston replied, yes, and quite frankly that step does not stop throughout this process. They
64 always making sure that they are on track with where they want to be.

65 Ms. Gascoyne asked if there were further questions.

66 There were no questions for Mr. Preston.

67 • Finance Committee

68 Ms. Gascoyne noted that she believes that there is an upcoming meeting with the USDA Rural
69 Development group to discuss alternate funding sources.

70 Mr. Steel replied that is correct, it is a funding source that was not previously available.

71 SAU #39 Business Administrator, Ms. Michele Croteau, explained that in the past they had some
72 funding from the federal government but not enough to provide for a bond issuance that would
73 be required for a facility project. Now, they have a substantial pool of funding to work with and
74 their structure is different as compared to the bond bank. They can work with the bond bank to
75 provide different funding options. Their bonds can go out further than the bond bank can so it
76 can reduce your payments on a yearly/monthly basis as compared to what the bond bank would
77 do. There is some flexibility with the rating process. This is a new process and she is learning
78 about this as well. They have a meeting on the 24th to meet with representatives from the bond
79 bank and from USDA Rural Development to talk more about how that process works for finance,
80 structure and partnering with options for financing those projects.

81 Ms. Gascoyne asked for questions.

82 There were no questions or comments.

83 • Clark School Exploration Subcommittee

84 Chair of the Clark School Exploration Committee, Ms. Victoria Parisi, added that they are off to
85 a great start. Their first group meeting was with Town officials and it was a great meeting. They
86 were invited to come back to the Selectmen's Board meetings by Mr. Peter Lyon. She has
87 connected with Ms. Facey and Ms. Gascoyne already to update them. The second group they will
88 be meeting with are the realtors. They will find out some information and it is a variety of real
89 estate agents. They are looking forward to it.

90 Finally, they are looking at the neighbors and the residents of the Town. They are peeling back
91 the different layers and breaking into a lot of small meetings. They want to make sure to guide
92 their purpose.

93 She read the following mission statement "to gather input from community experts and
94 stakeholders on possible ways to utilize the Clark School Building and site. Should the proposal
95 by the Amherst School District to build a new elementary school to house Pre-K through fifth
96 grade be approved by the voters in the future". It is very official, and it is important for the
97 community to know their purpose. She

98 If there is anyone that wants to get involved, please email her at vparisi@sau39.org.

99 Ms. Gascoyne thanked Ms. Parisi; it is an important piece of the project. She appreciates the
100 approach and believes that it is the right pathway.

101 • PR Subcommittee

102 She added that ASB Member, Mr. Tom Gauthier, has agreed to co-chair the committee with
103 her. As they are picking up steam, it is an all hands-on deck committee. They are meeting weekly
104 and have a post card in the works that has been signed off on. The post card is to drive the

105 community to the website, the Nixle channel, so that they can follow them along. They have
106 been discussing how to connect to the voters that are not connected to social media. Mr. Gauthier
107 is working on the first of a series of videos. Those videos will focus on the need, similar to the
108 previous virtual tour. Ms. Gruzdien is also an administrator on the JFAC Facebook page, so
109 again just using that as an information channel. Ms. Eastland has reached out to the Town and
110 they have offered to post a video on their Vimeo channel. Mr. Gauthier is coordinating any
111 facility updates through the ASB Letter to the Editor. She asked Mr. Gauthier if there was
112 anything missing.

113 There were no further questions.

114 IV. Board Updates

115 SCSB Chair, Mr. Pim Grondstra, added that there are three things in Souhegan 2.0 that they are
116 trying to take care of, the science labs (into a warrant article for next March), the front entrance
117 and the locker room upgrades (part of the budget). Should it get defeated, they will look to see if
118 there are funds in the Unexpended Fund Balance that they can utilize. It comes down to the
119 budget passing and they have a short window to meet and agree on if they have them available.

120 Ms. Grund noted that they are down one person for the Souhegan 2.0 subcommittee since Ms.
121 Parisi is chairing the Clark Exploration group. She asked for any other volunteers.

122 Ms. Gascoyne inquired for other questions.

123 There were no other questions.

124 Mr. Gauthier added that they will be reviewing the overall ASD budget again at the April 5th
125 meeting with some K enrollment numbers. That is the big work session that they will have at the
126 next meeting.

127 Ms. Gascoyne noted that they are looking at the larger group meetings as a report outs of all the
128 subcommittees.

129 Ms. Ludt asked about the K enrollment.

130 Mr. Gauthier replied that they are looking at K enrollment at approx. 139. They will review it
131 further at the April meeting.

132 Mr. Steel added that first grade will be higher as well and there is a large contingent of
133 homeschooled students.

134 I. Meeting Adjourned

135 **Ms. Gascoyne adjourned the meeting at 6:37PM.**

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