

1 Joint Facilities Advisory Committee Meeting

2 Thursday, June 10th, 2021

3 Meeting Minutes- Approved 08 12 2021

4 Attendees Via Webinar:

5 Administrative Team: Adam Steel- Superintendent, Michele Croteau- SAU #39 Business
6 Administrator, and Amy Facey- SAU #39 Business Administrator- Elect, Dr. Bethany
7 Bernasconi- Principal AMS.

8 Committee Members: Shannon Gascoyne- JFAC Chair, Amherst NH, Victoria Parisi- Vice
9 Chair, Amherst NH, Pim Grondstra- SCSB Member, Tom Gauthier- ASB Member, Christine
10 Grayson, Amherst NH, John Bowkett, Amherst NH, Jeanne Ludt, Amherst NH, Steve Berube,
11 Amherst NH

12 Public: Ingrid Nichols, Banwell Architects

13 Meeting Minutes: Danae A. Marotta

14 I. Call to Order

15 **Vice Chair of the Joint Facilities Advisory Committee, Ms. Victoria Parisi, called the**
16 **meeting to order at 6:00PM.**

17 II. Approval of Minutes

18 Ms. Parisi noted that the minutes that they would be approving are the May 13th, 2021 Minutes.
19 She asked if there are any questions.

20 There were no questions or comments.

21 **Ms. Grund motioned to approve the May 13th Minutes.**

22 Ms. Parisi asked if there was any discussion.

23 There were no comments.

24 III. Facility Project Subcommittee Update

25 Ms. Parisi noted that this subcommittee consists of the Business Administrator Elect, Ms. Amy
26 Facey, ASB, JFAC and Director of Facilities, Mr. Roger Preston, as well as the Superintendent.
27 They have been meeting every couple of weeks with Banwell Architects as well.

28 Ms. Parisi asked Ms. Facey if she will update them on the Makerspace.

29 Ms. Facey replied that first they are talking to the Amherst Rec. Dept and Building Leadership.
30 In light of the potential renovation, they met to discuss the future of the Makerspace. There is
31 now an opportunity to redesign the Makerspace. They can align it for their curriculum. It is
32 important and they talked about housing equipment at other locations. They are committed to
33 working together for other solutions and provide the community with a Makerspace. It is a

34 consideration and they are working with them; however, they need to keep their student
35 population in mind.

36 Dr. Bethany Bernasconi, Principal of AMS, added that it is all really planning phases and making
37 sure that it is meeting the needs of the curriculum, and student body. They are committed to
38 working with the community partnerships.

39 Ms. Parisi added that they have also engaged the Makerspace Board.

40 Principal Bernasconi noted that they have also sent out a joint communication from herself and
41 ARD Director, Mr. Craig Fraley to all of the makers to make sure that they are not caught by
42 surprise.

43 Ms. Parisi asked Mr. Preston if he would discuss the Construction Manager RFP.

44 Mr. Preston noted that on May 27th they issued an RFP for Construction Managers. The CM's
45 firms are going to provide conceptual estimates from the conceptual designs that Banwell
46 designed for them. Once they determine what design they want to go with, they will fine tune
47 those and give them more detailed estimates. This will help them to develop a GMP so that they
48 can take to bond on March 2022.

49 They currently had a walk through on June 7th and they had three vendors show up for the
50 walkthrough. They had DEW Construction, Eckman Construction, and Harvey Construction.
51 They walked through AMS and the back field of CW. Our estimates are coming back next week
52 on June 14th. They plan on reviewing them on the 15th and selecting a few firms for interviews.
53 The interviews will take place on June 22nd. For anyone that is reviewing the RFP that is a
54 change we had planned them on June 17th. They did that change for more representation on their
55 end.

56 From that point, the Interview Committee will make a recommendation to the JFAC to review
57 their options. They will then make a recommendation to the ASB.

58 Ms. Parisi asked for questions.

59 Mr. Steve Berube inquired for the documents and will they get the packets from each vendor.

60 Mr. Preston replied that he can share that with him, and it is also posted on their SAU website
61 with the RFP's.

62 Ms. Parisi asked for anything else from the Facility Project Team.

63 There were no additional comments.

64 She turned it over to Banwell Architects. They have been working hard talking to building
65 leadership.

66 IV. Banwell Architects

67 Ms. Ingrid Nichols (President of Banwell Architects) and Jeremiah Goulet of Banwell
68 Architects, noted that they have reviewed the existing conditions, completed lots of walk

69 throughs and reviewed the previous plans. They have been meeting with the Facilities Project
70 Team every other week, have met multiple times (6-8) with the CW and AMS Principals and
71 making sure that they are developing the programs to make sure that they are getting the best
72 space but not too much excess space (identifying wishes and wants). She can share the current
73 status of spaces. It is still a draft

74 Ms. Nichols shared her screen showing the program of spaces. She explained the document.
75 They have the totals at the very end. It is a work in progress. They have reduced the square
76 footage at the middle school by 8,500 square feet.

77 For the elementary school program, they want to know the maximum number of students,
78 amount of square footage they currently have and then the proposed. They are at a really great
79 place. They can go in and review the plan options.

80 They are going to finalize these programs the next step is looking at what the plans can be. They
81 are looking at a new elementary school and possibly salvaging the Multi-Purpose Room. They
82 are also looking at the phasing of the construction. They have learned that they want to minimize
83 the construction time and duration and maximize the amount you are building to minimize
84 construction cost.

85 Ms. Parisi asked if they were looking at it in a balanced manner.

86 Ms. Nichols replied, yes.

87 She reviewed the goals for the middle school and the elementary school.

88 Ms. Parisi asked for any questions.

89 Principal of Clark/ Wilkins, Ms. Anna Parrill, replied that it was great to meet with Banwell and
90 give their input to best meet their needs. Everyone is very appreciative of that.

91 Principal Bernasconi added that the committee will be really pleased and have refined the vision.

92 Ms. Parisi asked if there were any questions.

93 Ms. Ludt inquired about the number of stories in the building, she is concerned about the three
94 story conceptual design.

95 Ms. Nichols replied that they will have options for both, two and three stories. They will show
96 the committee both options.

97 Ms. Ludt noted her concern for cutting the square footage.

98 Ms. Nichols replied that it is about 11,000 square feet for the elementary school. The biggest
99 piece is that they reduced 9 classrooms to 8, cut out one of the gymnasiums, reduced the music.

100 Principal Parrill added that reduced the size of the 1st grade classrooms.

101 Ms. Nichols mentioned that they did add items back in as well.

102 Ms. Parisi inquired if there are flexible classroom spaces in mind.

103 Principal Bethany Bernasconi noted that they are building with the possibility in mind.

104 Ms. Parisi asked what is the structure of the 6th grade right now.

105 Principal Bernasconi replied they have 3 ½ 6th grade teams.

106 Ms. Parisi thanked Principal Bernasconi and Principal Parrill.

107 V. Souhegan 2.0 Subcommittee Update

108 Ms. Grund noted that they toured all of the science classrooms with SHS Science Teacher, Mr.
109 Nathan Carle and it was eye opening. In the main building, you can see the adaptations. There is a
110 lot of repair items. When you walk into the science classrooms in the Annex, the first thing you
111 notice is that it is small. That is one of the biggest complaints and there are safety issues. Overall,
112 they have a better understanding of what the teachers are asking for. They are going to look at
113 what they can do for the Annex for next year. There are loose faucets, etc. there is a list. They are
114 going to look at what they can get in the budget.

115 Ms. Ludt commented it was wise for the Souhegan board to delay. It was important to see the
116 science classrooms as a whole.

117 Ms. Grund added that there have been concerns with the drains and where some of the heavy
118 metals

119 Ms. Ludt added that it would be helpful to share the pictures that Ms. Lisa Eastland had taken.

120 Ms. Parisi noted that they have made a lot of progress.

121 Ms. Grund added that they did, and now it comes down to cost.

122 Ms. Parisi asked for her timeline.

123 Ms. Grund noted that they have their board reorganization meeting this Monday, June 14th. They
124 need to have a board reorganization meeting; they want to have the discussions and hit the
125 ground running in the fall.

126 Ms. Parisi added that they could possibly be asking for a lot.

127 Mr. Preston commented that they could be saving for both projects.

128 VI. Construction Cost Subcommittee

129 Mr. Preston added that they have not met as a subcommittee, but everyone is working hard. Once
130 they get a Construction Manager on board they can move forward.

131 Ms. Parisi asked Mr. Berube if he had any further questions.

132 Mr. Berube added that he is very familiar with the needs. There are plenty of great options and
133 lot to talk about with the architect.

134 VII. Public Relations Subcommittee

135 Ms. Parisi added that Mr. Gauthier had a work event to go to so she will be filling in. On election
136 day there was a table and people were given out a flyer to make them aware of the project. They
137 handed out a good deal of flyers. The conclusions were that they needed to address sticker shock
138 and it is going to be important to promote the project.

139 On election day there was a school design contest for kids. Ms. Gruzdien is leading that charge.
140 The designs are due back to her on July 4th and there is a flyer that is circulating on social media.

141 Finally, the timeline for the PR pushes will come out when they have Banwell's design. They are
142 in a holding pattern and then will happy to share those designs.

143 Initially, they were a small group and at some point, they are going to become all of JFAC as
144 they share the information with everyone.

145 She asked Ms. Facey for the Finance Subcommittee update.

146 VIII. Finance Subcommittee Update

147 Ms. Facey shared her screen.

148 She explained that there are different ways to finance this project. They should consider
149 financing through the USDA Rural Development Program as well as the NH Municipal Bond
150 Bank. As a recap, the NH Municipal Bond Bank is a non-profit agency that provides long term
151 financing. The voters would need to approve the bond. There are significant advantages such as
152 locking in a low rate with 5 years to use those funds. The USDA is looking to obligate this year's
153 funds as they expect an increase in next year. They also would be able to buy down debt. This is
154 not an option with the bond bank. There could be additional grant funds forth coming. They have
155 submitted a skeletal application back in April. They would be assigned an Architect and Loan
156 Specialist and would need to ensure open and frequent bidding opportunities.

157 She reviewed the timeline. It is to their advantage to go through the process.

158 Ms. Parisi added that it is public knowledge and it is visible through a formal link.

159 Ms. Ludt asked if they would post this information.

160 Ms. Facey mentioned that there is a specific formal notice of intent that they need to post.

161 Ms. Parisi asked if there was any other business.

162 Mr. Steel mentioned that it might make sense to nominate a member of the Mont Vernon School
163 Board.

164 Ms. Parisi remarked that would be great.

165 She asked Ms. Facey if they are keeping Mont Vernon in the loop.

166 Ms. Facey replied, yes.

167 Ms. Grund asked about the American Rescue Plan Funds.

168 Ms. Facey replied that the ESSER 3 funds are apart of the ARP Act. Those are funds that they
169 are receiving. She has reached out to a few people, but they are working on it.

170 IX. Meeting Adjourned

171 **Ms. Parisi added that the next meeting is scheduled for Thursday, July 8th.**

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