

1 Joint Facilities Advisory Committee Meeting

2 Monday, November 8th, 2021

3 Meeting Minutes- Not Approved

4 Attendees:

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

7 Committee Members: Shannon Gascoyne, JFAC Chair, Amherst NH, Stephanie Grund- SCSB
8 Member, Laura Taylor- SCSB Member, Jeanne Ludt, Amherst NH, John Bowkett, Amherst NH
9 and Christine Grayson, Amherst, NH.

10 Meeting Minutes: Danae A. Marotta

11 Public: None

12 I. Call to Order

13 **Ms. Shannon Gascoyne, Chair of the Joint Advisory Committee, called the meeting to**
14 **order at 12:00 PM.**

15 II. Subcommittee Update

16
17 • PR Subcommittee

18 Ms. Gascoyne noted that the administration at Clark Wilkins organized a video about the
19 Wilkins school and the website has been updated. There is a Public Forum tonight and people
20 can zoom into the meeting tonight. The administrative team will be giving tours and they will put
21 together a similar video for AMS. Ms. Ludt took some bookmarks to the Town Library for
22 residents. Ms. Parisi is also putting together a binder with information about the projects that
23 residents can review. The binder will remain at the library.

24 The Doors on the Green was a great event with a lot of new families. Their job is to present the
25 facts. The next video series is about AMS.

26 Ms. Grayson added that their next PTA meeting is on the 16th and they want to move funds into
27 the Civic Engagement fund in order to support having mailers.

28 Ms. Ludt asked for signs

29 Ms. Gascoyne replied that the signs to repurpose are in the shed. They will ask Ms. Parisi. She
30 gave her support for the mailers.

31 Ms. Grayson suggested that they vote at the PTA meeting to have their official vote on the
32 project.

33 • Cost Subcommittee

- 34 Mr. Bowkett asked about the putting some costs together on the slide show.
- 35 Mr. Steel replied that the tax rate did get set last Friday.
- 36 Ms. Grund added that it went from a \$350k to \$450k valuation.
- 37 Mr. Bowkett asked if they will have it for tonight.
- 38 Mr. Steel replied yes, he can have something for the slide show.
- 39 Ms. Gascoyne mentioned that they have a slide that has three estimates, the initial work done in
40 2020, the DEW estimate and the SAU position on cost. It is more simplified.
- 41 Ms. Ludt asked if the presentation would include the “kick the can” option.
- 42 Ms. Gascoyne replied that they do not have that in there, but they can speak to that.
- 43 Mr. Steel noted that it would be good to have as needed. They can start the presentation with a
44 FAQ slide deck.
- 45 Mr. Bowkett inquired if they want to do a full presentation in front of the planning board.
- 46 Mr. Steel replied that they will definitely have to do one post bond after the project is designed.
47 He suggested that Mr. Bowkett speak to the board in the coming months.
- 48 Ms. Grund added that they might ask questions of the board instead of the JFAC.
- 49 Ms. Grayson asked if Mr. D’Angelo is the School Board Liaison.
- 50 Ms. Facey remarked that the Selectmen have moved money over from retainage.
- 51 Mr. Steel noted that they do not have the same fluctuation in revenue as the town.
- 52 Mr. Bowkett asked who is on the PR subcommittee.
- 53 Ms. Grayson and Ms. Gascoyne are both on the PR Subcommittee.
- 54 Mr. Bowkett suggested they reach out to the League of Women Voters.
- 55 Ms. Ludt inquired about the impact they have on local issues.
- 56 Ms. Grund suggested that information go through the Souhegan Newsletter. There are voters that
57 they can reach.
- 58 • Souhegan 2.0 Subcommittee
- 59 Ms. Grund noted that they are waiting on the lockers to come in.
- 60 Director of SAU #39 Facilities, Mr. Roger Preston, added that they are working with the vendors
61 and expected to arrive November/December with installation in February.
- 62 Ms. Grund inquired if they have a place to store them.
- 63 Mr. Preston replied yes.

- 64 Ms. Grund added that they have a new front entrance look.
- 65 Mr. Preston explained that he has received the final costs and has a meeting with DEW
66 tomorrow to go through the line items to see what they can do with inhouse staff. They are
67 proposing block inside the vestibule there and he bought a pallet of the concrete block. They may
68 find savings with using existing materials. It is looking like it will be a spring project. It is
69 important that they encumber the funds before of the end of this fiscal year.
- 70 Ms. Grund mentioned that the science labs is the piece that they are recommending. Mr. Preston
71 asked the Souhegan School Board to move about \$8k over to the proper budget line item to ask
72 Banwell to give us the information so they can send it out to bid.
- 73 Mr. Preston noted that they approved it in the board meeting but did not decide where it will
74 come from. They can use their numbers as far as cost per sq. foot. With information they already
75 have the cost will be \$150, before contingencies, per square foot. The science labs will be more
76 expensive with materials.
- 77 Ms. Facey added that the board will have to decide that in December.
- 78 Ms. Gascoyne noted that it should come before this full JFAC committee.
- 79 Ms. Facey added that they are getting ready for Public Hearing, the board will have to decide
80 how they want to fund it.
- 81 Ms. Grund mentioned if there was a way to put money aside as an estimate.
- 82 Ms. Facey replied that they can use the Capital Needs Assessment. They have to do that for the
83 Trustees of the Trust Funds.
- 84 Ms. Grund asked for a meeting for the timing of the estimate.
- 85 Ms. Facey commented that this year Souhegan has a little over \$26k but that number can be
86 adjusted.
- 87 Ms. Ludt remarked that they identified the science labs as a high priority.
- 88 Ms. Grayson added that the voters are going to see a lot of the warrant articles.
- 89 Mr. Steel commented that perhaps the CNA is the right vehicle, and it will not be an additional
90 warrant article.
- 91 Ms. Facey noted they have had a lot of discussion about the CNAs and there can be savings from
92 other items may be possible.
- 93 Ms. Ludt gave her support for the items that have been fixed already.
- 94 Mr. Preston noted the estimate of \$1.5m to \$1.7m for all 6 labs. There 6 labs at 850 sq. ft. with
95 an additional 300 sq ft. of storage space. Looking at \$200 per sq ft. without contingencies, is
96 \$1.1m. At 20% contingencies with these projects, is \$216 so \$1.5m for 6 labs to turn into 3.
- 97 Ms. Ludt added that it is still not addressing the Main Building.

- 98 Mr. Preston noted that he is working on the exhaust for the science room cabinets. They are also
99 working on purchasing the right science room cabinets for the space.
- 100 Ms. Ludt asked if this will be coming out of this year's budget.
- 101 Mr. Preston replied yes and working with the science department and Principal Berry to see if
102 they have the funds for an additional cabinet.
- 103 Ms. Ludt remarked that he identified an instructional problem with the inadequate labs. That is
104 part of the strategic vision to improve instruction.
- 105 Ms. Gascoyne noted that is the story at all of our schools right now.
- 106 Mr. Preston remarked that buildings will always require maintenance.
- 107 Ms. Ludt asked if they can ask for half this year and then half next year.
- 108 Ms. Gascoyne mentioned that this committee is to offer recommendations and all of the schools.
109 She suggested that they discuss it as a full committee.
- 110 Mr. Steel asked if they have in Souhegan's current year's budget the line items populated.
- 111 Ms. Facey replied she will check.
- 112 Mr. Steel noted if there is even a chance to do it, they should because Science Labs impacts
113 education directly.
- 114 Ms. Ludt added if they can replace the carpets and better storage unit.
- 115 Ms. Grund inquired what are they doing about the storage unit that is failing.
- 116 Ms. Ludt asked if they could house that at Souhegan.
- 117 Mr. Preston replied that he does not know.
- 118 Mr. Steel remarked that perhaps the board mention that they put whatever they can into the
119 science lab renovation this year and what ever they can't is put on the ballot next year.
- 120 Ms. Gascoyne asked about the CRF.
- 121 Ms. Facey added that they can do this one large amount for the science labs.
- 122 Ms. Ludt asked if the warrant article for the turf field has to be separate.
- 123 Ms. Facey replied that it is a revolving fund. They are following the CNA.
- 124 Ms. Grund asked Mr. Preston about the work that had been done on the HVAC are they still in
125 that 3-5-year need.
- 126 Mr. Preston noted that they have upgraded the controllers and have all of them working but they
127 are the cheapest option for HVAC.
- 128 Mr. Steel remarked also the most expensive to operate.

129 Ms. Ludt added that it will have to be done eventually.

130 • Finance Subcommittee

131 Ms. Facey noted that she has had meetings with Bond Council, to solidify that this is one project
132 and showing the interconnectivity. She is working on the calendar for the postings done where
133 they are legally required and going to start to draft the warrant and get opinion from legal
134 counsel.

135 As far as financing, she was looking at the report with the amortization numbers and would like
136 to speak to the Bond Bank.

137 Mr. Steel asked if they are finished with USDA.

138 Ms. Facey replied yes.

139 Ms. Ludt asked if it does not get passed would they have to redo the whole bond process every
140 time.

141 Mr. Steel replied yes.

142 Ms. Facey remarked that they need to look at the warrant to make sure that they have the right
143 warrant.

144 Ms. Gascoyne asked for other questions.

145 Mr. Bowkett noted that it took them three years to get the Souhegan project passed. He inquired
146 if they decided to put into all in one.

147 Ms. Gascoyne added that they are dependent on one another.

148 Ms. Ludt recommended that they emphasize the educational benefits.

149 Discussion ensued.

150 Ms. Gascoyne commented that these buildings are many things for the community.

151 Ms. Grund added that you need to put the information out there.

152 Ms. Gascoyne noted that they are making progress.

153 Ms. Ludt mentioned at the first forum they discussed solar and traffic.

154 Ms. Ludt asked about the bond length.

155 Mr. Steel responded that it is not determined until after the vote.

156 III. Meeting Adjourned

157 **Ms. Gascoyne adjourned the meeting at 1PM.**

158