



## PLANNING & BUILDING COMMITTEE

Merrimack School District  
<http://www.isone.com/~merrpbc>

Minutes  
May 8, 2006

Present: L. Rothhaus, S. Barnes, S. Heinrich, F. Rothhaus, R. Hendricks, and School Board  
Liaison J. Thornton

S. Heinrich called the meeting to order at 7:37 PM. He introduced new member Rich Hendricks and welcomed F. Rothhaus back to the Committee.

### **Committee Vacancy**

S. Heinrich announced he had received a letter of resignation from Jody Vaillancourt, who has been elected to the School Board. S. Barnes made a MOTION to congratulate Jody on her election to the School Board and accept her resignation from the Committee with regret.

Second: F. Rothhaus. MOTION PASSED: 5 – 0 – 0.

Members discussed how to fill the vacancy. S Barnes made a MOTION to put a notice of the vacancy in the various newspapers and on the cable channel suggesting that people interested in filling the vacancy send a letter of interest to Stan care of the Superintendent's Office by June 5<sup>th</sup> and come to the June 12<sup>th</sup> meeting to be interviewed. Second: L. Rothhaus. MOTION PASSED: 5 – 0 – 0. Members requested that each person who sends in a letter should receive a letter inviting them to the June 12<sup>th</sup> meeting. Members also suggested that each might contact people each thought would be good applicants and encourage them to apply.

### **Committee Reorganization**

F. Rothhaus made a MOTION to elect S. Heinrich Chair. MOTION PASSED: 5 – 0 – 0.

S. Heinrich made a MOTION to elect L. Rothhaus Assistant Chair. MOTION PASSED: 5 – 0 – 0.

L. Rothhaus made a MOTION to elect S. Barnes Secretary. MOTION PASSED: 5 – 0 – 0.

S. Heinrich explained that the Committee is advisory only and is the only elected School Planning and Building Committee in the state. He stated the Committee does complete charges from the School Board, but is independent of the School Board and can do other projects as determined by the Committee. He stated that recent work has included review of School Space Usage and Projected Enrollments, planning for the new middle school and implementation of kindergarten, reviewing the District Technology Plan and making recommendation on buses and parking.

### **Meeting Dates**

S. Heinrich stated that for the last several years, the Committee has met on the second Monday

PBC Minutes, 5-8-06, continued

of the month, with the fourth Monday as an alternate/as needed date. He asked if members wanted to continue on that schedule. J. Thornton told the Committee that, in September and January, the School Board would be meeting on the second Monday. By consensus, the Committee agreed to set a tentative meeting schedule of the second Monday of each month except September and January, when they would schedule the regular meeting date of the fourth Monday.

### **Proposed Plan of Work**

S. Heinrich asked members for suggestions of specific projects the Committee would undertake during the upcoming year. Members suggested the following:

- Installation of security cameras inside MHS
- Installation of security cameras outside RFS
- MMS traffic, parking, signage and lighting
- MHS parking issues to include: permits, parking plan, and enforcement of rules
- Remaining renovations at JMUES.

Members agreed to talk about MHS parking issues after applicant interviews at the June 12<sup>th</sup> meeting and invite Principal Johnson to attend a meeting on June 20<sup>th</sup>. Members could then present recommendations to the School Board in July for implementation this fall. L. Rothhaus will do some research on costs of some type of hanging parking permit. S. Heinrich was asked to get some preliminary information from K. Johnson – total number of parking spaces, and the breakdown of how many for staff, visitors and students, as well as projected size of next year's senior and junior classes. In addition, he was asked to ask Business Administrator M. Shevenell about costs of painting numbers on individual parking spaces.

It was noted that M. Shevenell usually requests input on the Capital Improvement Plan in July.

R. Hendricks suggested that a video of the MMS traffic situation be made sooner. It was suggested that the Committee might want to get police input on the issue as well.

### **Other**

L. Rothhaus suggested that Wayne and Carol Morrison be invited to the June 12<sup>th</sup> meeting and be formally thanked by the Committee for their many years of service to the Committee. She agreed to handle all details. The Clerk was directed to send a written invitation to them.

S. Barnes will work with the Clerk to begin the process of updating the Committee website.

L. Rothhaus made a MOTION to adjourn. Second: S. Barnes. MOTION PASSED: 5 – 0 – 0.

S. Heinrich adjourned the meeting at 8:35 PM

Respectfully submitted,

Pat Heinrich