



PLANNING & BUILDING COMMITTEE

Merrimack School District

<http://www.merrimack.k12.nh.us/PBC/>

Minutes
May 11, 2009

Present: G. Perry, R. Hendricks, S. Heinrich, Davis Powell, L. Rothhaus (arrived late) and
School Board liaison E. Coburn.

Absent: J. Vliet

S. Heinrich called the meeting to order at 7:35 PM. He welcomed Davis Powell to the Committee and introduced each member.

Announcements

S. Heinrich said that Joe Vliet had called, indicating that he would be resigning his seat. S. Heinrich said after the Committee receives and accepts this resignation, a quorum would be 4 members until the Committee found a replacement. He said the replacement would be appointed until the next election when the seat would be offered for a one-year term and he indicated that Finlay Rothhaus has expressed interest in filling the seat, if it became vacant.

Updates

School Board Charge

S. Heinrich reminded the Committee it was supposed to report of the School Board on June 15th regarding the SAU/SpEd space charge. He told the Committee he had asked Superintendent Chiafery to complete the second part of the Committee's Questionnaire on SAU/SpEd Space Needs, which included questions about specific space needs and future space needs on both offices but that he had not received this information. He told the Committee he had received a Space Utilization Inventory for the upper elementary school, but that it was incomplete and needed revision. Members discussed whether the Committee should request Inventories from all schools to show due diligence. It was decided to review and revise the format of the Space Utilization Inventory over the summer, and to review past population projection reports once the "first Monday in September" figures were in and the population projection report is updated in the fall.

Security Cameras

S. Heinrich reported that B & S Locksmith, Bill Pockl, had been awarded the bid contract for the security cameras and that the cameras had been installed during school vacation. Members asked if the Administration had requested additional information or assistance from the Committee before finalization and award of the bid. S. Heinrich replied that he had not been contacted by either the School Board or the Administration about the bid or the final type and location of cameras.

Facilities Naming Requests

E. Coburn reported that the School Board had received a letter from S. Heinrich detailing the

Committee recommendations for the two facility naming requests. She said the Committee recommendations were placed on the Consent Agenda for approval at the next School Board meeting. She explained that the Consent Agenda is used by the School Board to approve, without further discussion, numerous items such as teacher hires or resignations as well as other items the Board has discussed. She noted the Consent Agenda gives members time to consider their options as well as receive additional input from the public and said that any member may request something be removed from the Consent Agenda for further discussion.

S. Heinrich told the Committee that, since R. Hendricks had chaired the Committee meeting at which the recommendations had been made, he had worked with R. Hendricks to write the letter that was ultimately sent to the School Board.

Members noted the need to have School Board policies or procedures regarding size, type and location of any plaques. E. Coburn said that the Board would probably let Administration deal with these issues. Members also noted a concern about the removal of one of the high school dedication plaques from the lobby outside the main offices.

Public Participation

There was no public participation.

Reorganization

S. Heinrich nominated R. Hendricks for the position of Chair. Second: L. Rothhaus. There were no other nominations. R. Hendricks was elected Chair.

L. Rothhaus nominated G. Perry for the position of Vice Chair. Second: S. Heinrich and D. Powell. There were no other nominations. G. Perry was elected Vice Chair.

S. Heinrich nominated L. Rothhaus for the position of Secretary. Second: R. Hendricks. There were no other nominations. L. Rothhaus was elected Secretary.

Next Meeting

R. Hendricks asked members how they wanted to proceed regarding a report to the School Board on June 15th. E. Coburn suggested that the Committee go to the Board and request additional time to complete the charge. Members agreed to meet on June 1st and June 8th to work on an interim report to be presented along with a request for more time to finish working on the charge.

S. Heinrich made a MOTION to adjourn. Second: L. Rothhaus. MOTION PASSED.

R. Hendricks declared the meeting adjourned at 8:53 PM.