



## PLANNING & BUILDING COMMITTEE

Merrimack School District

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

### Minutes

July 13, 2009

Present: D. Powell, R. Hendricks, G. Perry, S. Heinrich, L. Rothhaus and F. Rothhaus

R. Hendricks called the meeting to order at 7:35 PM.

### Minutes

S. Heinrich made a MOTION to approve the minutes of May 11, 2009 with a typographical omission corrected. Second: F. Rothhaus and D. Powell. MOTION PASSED 5 – 0 – 1. (F. Rothhaus abstaining.)

S. Heinrich made a MOTION to approve the minutes of June 1, 2009 with 2<sup>nd</sup> paragraph in the section “Member Resignation” revised. Second: F. Rothhaus. MOTION PASSED 5 – 0 – 1. (L. Rothhaus abstaining.)

By consensus, members decided that the minutes of the March 23<sup>rd</sup> meeting, at which it heard from several members of the public and recommended two facility naming requests, needed to contain the names and addresses of those who spoke but not summaries of their comments.

### Meeting Schedule

The Committee set the following as regular meeting dates:

2009 - August 24, September 14, October 26, November 9, and December 7

2010 - January 11, February 8, March 8 and April 12.

The Committee set the following as alternate/as needed meeting dates – each to be finalized at the regular meeting immediately prior to the date:

2009 – September 28, October 12, November 23, December 21

2010 – January 25, February 22 and March 22.

### Goals & Objectives

R. Hendricks told the Committee he considered the School Board charge regarding SAU/SpEd office space a top priority item for the year. Members agreed, noting that if there was time, other issues that the Committee should or could work on would include MHS parking and athletic field space as well as long term space planning. It is possible that the Committee will receive another facility naming request, but members agreed that if it does, the request might need to be tabled until the Committee finishes its work on the School Board charge.

### School Board Charge

Members discussed additional steps it needs to take and a possible timetable for completion of

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the charge. Members noted that the School Board should receive the final report by early December and preferably in November. Members suggested that a tour of JMUES after school opened in the fall would be a good idea and wanted to know which of the originally proposed renovations have not been completed. It was noted that updated enrollment projections and space utilization inventories would not be available until October.

Members discussed whether to propose a temporary and a permanent solution or just a permanent solution to the SAU/SpEd space needs. Members agreed that, while they could mention several short-term temporary solutions, they wanted to focus on long-term permanent solutions. They agreed the best way to do this was to make a list of possible solutions and list the pros and cons of each.

F. Rothhaus offered to contact a realtor and invite him to attend to the next meeting to discuss leasing possibilities, costs and other considerations.

R. Hendricks told the Committee that he had determined that the SAU needs approximately 3,200 square feet of office space, and SpEd needs approximately 1,500 square feet of office space. He said these totals did not include meeting rooms, storage space, hallways and bathrooms. He said he thought these additional areas resulted in an additional 6,000 square feet of space or approximately 10,000 square feet total. He reminded members that the Committee had been told to plan on an approximate construction cost of \$110 per square foot for “regular construction and \$125 per square foot for “green” construction.

Members agreed that R. Hendricks would give a simple report to the School Board on August 10<sup>th</sup> telling it what the Committee has done thus far, where it’s headed and when it expects to file its final report. Members expressed an expectation of having the final report prepared before Thanksgiving.

#### **Next Meeting**

The Committee will work on updating the Space Utilization Inventory at its last August meeting and determine what else it needs. In addition, the August meeting is usually when the Administration asks for Committee input on the Capital Improvement Program.

L. Rothhaus made a MOTION to adjourn. Second: D. Powell. MOTION PASSED.

R. Hendricks adjourned the meeting at 8:45 PMPM.

Respectfully submitted,

Patricia Heinrich