



PLANNING & BUILDING COMMITTEE

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

Minutes
August 11, 2003

Present: W. Morrison, C. Morrison, S. Heinrich, F. Rothhaus, K. Powell
Excused: T. Koenig

The meeting was called to order at 7:36 PM by W. Morrison.

Approval of Prior Minutes

On a motion from S. Heinrich, seconded by C. Morrison, all prior unapproved minutes were unanimously approved subject to any typographical corrections. (*Clerk note: This includes minutes from February 10, March 10, April 14, May 12, June 9, June 23, July 14 and July 28, 2003*).

School Board Charge

1. Traffic and Parking

The committee discussed the possibility of bus drop-offs in the front of the building. However, by consensus, the committee decided that nothing could be finalized regarding traffic and parking at the current middle school without more information.

2. New Middle School

W. Morrison noted that the committee should receive the final floor plans for the new middle school soon. The committee discussed the benefits of a three-story building, especially regarding safety issues and expansion issues.

3. Current Middle School Renovations

W. Morrison distributed a draft compilation of possible renovations. He noted that he had included parts of prior reports and prior minutes as well as issues brought up during the school tour. He told the committee he had listed the potential renovations in a rough sort of priority order. He also told the committee that he had included a couple of appendices from the original reports that he felt were topical.

He noted that the population figures and projections in the draft chart would need to be revisited when the new fall figures were available. He said that the committee would be receiving the first Monday figures as soon as they were available, but the population projections would not be available until at least the first of October.

C. Morrison asked about the heating renovations. She was told that the current heating system is in good working order, but that heating units in some classrooms need to be replaced.

It was noted that MMS and MES are the only buildings in the district without sprinklers. It was clarified that some windows need to be replaced. It was suggested that what material is used and the actual design of any upgrades to bathrooms should not be included in the recommendations. It was felt that all bathroom upgrades should be listed as one item. It was noted that there may need to be some discussion on whether it is more cost effective to replace

the wide old doors with new wide doors or decrease the door openings and buy standard doors. In addition, the blackout curtains for the doors can be included in the “door update” item. The door casings mentioned that need to be replaced are outside door casings which are rusted. There was a question whether teachers would be given an option of staying with black boards or whether it had already been determined administratively that all rooms would have white boards. Air quality issues and ventilation issues were discussed as being necessary. The location of the main office complex was discussed. Most committee members prefer to relocate the main office in Rooms 156 & 158. Criteria for an adequate nurse’s office: location, near an outside exit, having its own bathroom, near the main office, handicapped accessible, etc was discussed. Cleaning and re-pointing the outside brick was considered as a low priority item which should still be included in the final list given to the School Board.

W. Morrison told the committee he wanted the potential renovation list to be all inclusive.

K. Powell asked about grouping the renovations together in some fashion.

S. Heinrich and C. Morrison suggested using the designations that are used in the Capital Improvement Program. Examples included the terms: Necessary, Desirable and Urgent. The committee discussed the difference between necessary and urgent. Members felt that there is a need to use terms to indicate that some things, like building code updates, will be required and other things, like doors swinging into classrooms and having working door locks which are safety related, must be done.

S. Heinrich asked that the list be updated to exclude things already complete, for example: reclamation of the Maintenance Office.

K. Powell asked about fans being installed in each classroom to improve ventilation and/or air quality.

C. Morrison asked about the need for large instructional spaces as had been suggested in the past. She also expressed concern that some rooms now used as classrooms are quite a bit smaller than standard elementary classrooms.

S. Heinrich stated that he felt that, if all renovations listed are included, then the budget could be as much as five million dollars. W. Morrison told him that which ones are included will be up to the School Board and that some may be done as part of the school operating budget rather than the renovation budget.

W. Morrison told the committee that by September 8th, they should have decisions from administration on items like busing, school start times, and upper elementary teaching/curriculum needs. He noted that the School Board still wants the committee report in October. He indicated that he would make changes to the draft and bring the revised document to the next meeting.

Next Meeting

The next meeting was scheduled for August 25th, 7:30 PM. The agenda will include continue to work on draft.

On a motion from S. Heinrich, seconded b C. Morrison, the committee unanimously voted to adjourn at 8:56 PM.