



## PLANNING & BUILDING COMMITTEE

Merrimack School District

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

Minutes  
September 28, 2009

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

R. Hendricks called the meeting to order at 8:15 PM.

### **Combined SAU/SpEd Building**

R. Hendricks told the members that the School Board has disagreed with the Committee recommendation to put a new SAU/SpEd office on the ballot in April. He thanked R. Swonger for his liaison reports, but noted that School Board Chair Jody Vaillancourt seems to want written mini-interim reports. R. Hendricks stated he felt the Committee needed to keep moving forward and pressing for something to be presented at the next School District Meeting.

R. Swonger stated he felt all members of the School Board recognized the need to do something, but that getting a building project passed is difficult, even during positive economic times. He said the School Board is going to need a report that presents a well-defined and well thought-out project which also includes an analysis of all alternatives.

Members suggested that the final report needs to

- Be well laid out
- Restate the charge
- Address in some way each bullet point of the charge
- Give reasons for or against each “building” option
- Include a comparison of the areas the Committee felt were important (Safety, Security, Environmental Issues, Confidentiality and Handicapped Access)
- Discuss logistics of JMUES space usage
- Explain state aid requirements

D. Powell stated that several roofing projects have been identified in the Capital Improvement Plan as necessary over the next few years, but since the Roof Capital Reserve Fund (CRF) is virtually empty, taxpayers could be asked to pay for roof renovations as well as build a new SAU/SpEd building.

F. Rothhaus suggested requesting the SAU/SpEd building on the ballot in a year with minimal roof requests. In addition, he wondered about starting a CRF for the project, if it is not placed on the ballot in April.

R. Swonger said that, unless population projections vastly change, using space at the upper elementary school is not a practical solution. He also suggested that the Committee look at how usage of any space for other than the upper elementary school would impact the school's internal traffic flow and accessibility to various school spaces. He wanted to know the cost of renovating space into either SAU or SpEd office space.

R. Hendricks said that if space at the upper elementary was going to be used, even on a temporary basis, he thought some of all of the SAU staff might be located there. G. Perry felt that if any offices were relocated on a temporary basis, it should be the SpEd offices. These offices have less staff and have fewer people coming and going during the day which would result in a lesser impact on JMUES. R. Hendricks agreed.

G. Perry suggested the Committee look into adding an addition onto and renovating the current SpEd building. He thought this might be a viable and less expensive option to provide the amount of space needed.

D. Powell suggested that the Committee would need to consult an architect or an engineer to get some cost estimates and possibly design diagrams. He said the Committee needs credible cost estimates in order to compare the cost of renovating space to the cost of building new space. He asked if there was any funding for this.

F. Rothhaus made a MOTION to ask the Administration for help in getting an architect or engineer to tour JMUES and the current SpEd and SAU office buildings with the Committee and discuss possible renovations and costs as soon as possible; and if this meant using money in the budget, having the Administration ask the School Board for permission to use funds for this purpose. Second: G. Perry and D. Powell. MOTION PASSED. The clerk was asked to contact Business Administrator M. Shevenell on this matter as well as ask for the updated Population Projections and Space Utilization Inventories from each school.

L. Rothhaus suggested that someone needs to research the current cost of renting out-of-district space for District Staff Development and how much the District pays for out-of-district Staff Development opportunities.

R. Hendricks noted that the Administrative survey request space for the Library Services Department Head and the hope that the position of Instructional Supervisor will be created and housed in the SAU office as well. He asked which staff, currently housed in the SpEd building are actually SpEd staff as opposed to SAU staff.

F. Rothhaus asked for up-to-date information on formulas and criteria for state aid. He wondered if building SAU office space and/or renovation of current school space into administrative offices had to meet the same standards as school/classroom space. R. Hendricks will contact Ed Murdough at the Department of Education.

L. Rothhaus made a MOTION to adjourn. Second: G. Perry. MOTION PASSED.

R. Hendricks adjourned the meeting at 9 PM.