



PLANNING & BUILDING COMMITTEE

Merrimack School District

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

Minutes

November 10, 2008

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

Excused: J. Vliet

S. Heinrich called the meeting to order at 7:30 PM.

Approval of Prior Minutes

F. Rothhaus made a MOTION to approve the minutes of August 11, 2008 corrected to note that L. Rothhaus had nominated R. Hendricks to be Vice Chair. Second: S. Heinrich. MOTION PASSED 4 – 0 – 0.

F. Rothhaus made a MOTION to approve the minutes of September 8, 2008 amended to include an additional sentence regarding artificial turf paying for itself as the result of increased usage. Second: L. Rothhaus. MOTION PASSED 4 – 0 – 0.

F. Rothhaus made a MOTION to approve the minutes of September 22, 2008. Second: L. Rothhaus. MOTION PASSED 4 – 0 – 0.

F. Rothhaus made a MOTION to approve the minutes of October 13, 2008. Second: S. Heinrich. MOTION PASSED 4 – 0 – 0.

F. Rothhaus made a MOTION to approve the minutes of October 27, 2008. Second: G. Perry. MOTION PASSED 3 – 0 – 1. (L. Rothhaus abstained.)

Updates

E. Coburn told the Committee that the School Board had discussed future athletic field renovations and/or upgrades as part of its discussion on the Capital Improvement Plan. There is a possibility that the Board may give the Committee a charge to research and devise a plan. She also noted that there are some entities within the town that may be valuable resources in this area. (R. Hendricks arrived at this time.)

Facilities Naming Requests

S. Heinrich told the Committee that the Superintendent's office has received a Naming Request application – but it is not on the form that the Committee had created. He suggested that rather than reject the application, it be sent back to the individual who submitted it with a copy of the new application and application policies. He said he could do this at the same time he mails out applications to the other parties that have expressed interest in making a naming request so that no one would have an advantage.

Members discussed and, by consensus, agreed that the term “letters of recommendation” on the Facility Naming Request Application meant “letters of support.”

Members again requested a list of areas within the schools that had already been named. S. Heinrich agreed to make a second request of the Superintendent’s office for this information.

School Board Charge: SAU offices

E. Coburn gave members an overview of the charge from the School Board regarding consolidating the Superintendent’s Office and Special Services Office. The charge has five components:

- Research on state and federal regulations and practices
- Space Utilization Inventory for each school and list of other District sites
- Enrollment trends and projections for 5 – 10 years
- Impacts of new court facility on configuration of Masticola/Town Hall complex
- Pros and Cons of four options for SAU offices:
 - Building a new facility,
 - Purchasing space,
 - Leasing space,
 - Renovating and using available space w/in other district facilities.

E. Coburn ended her summary by stating the Committee is to make a report to the School Board by June 15, 2009. She said that the School Board had moved new SAU office space in the Capital Improvement plan to FY 2012-2013.

Discussion included the following;

- Purchase of property and renovations of district owned space for use as SAU offices are eligible for state aid.
- In addition to the school sites, (one of which includes approved space for an elementary school), the District owns the PTA kindergarten site, the Timmins property (at the intersection of Baboosic Lake and S. Baboosic Lake Roads, an acre of land adjacent to the football practice field AKA O’Neil field, and land on the other of Continental Rd. “bypass” at Thorntons Ferry School.
- There is a need to review and possibly revise the Space Utilization Inventory form originally designed by the Committee.
- The Committee did a search for large potential land sites many years ago. This list should be found and reviewed. The town GIS might be a helpful tool in this area as well.
- The Committee needs to review the results of the surveys given to the staffs at the SAU and Special Services offices.
- Once initial research is done, the Committee might consider assigning each of the four listed options to a sub-committee.
- More research needs to be done regarding initial cost and potential long term savings for “green buildings.”

Minutes, 11-10-08, continued

Next meeting

The next meeting is scheduled for November 24, 2008. The main item on the agenda will be Review and possible Revision of the Space Utilization Inventory document.

G. Perry and R. Hendricks made a MOTION to adjourn. Second: L. Rothhaus. MOTION PASSED. The meeting was adjourned at 9 PM.