



PLANNING & BUILDING COMMITTEE

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

November 14, 2005
Minutes

Present: F. Rothhaus, L. Rothhaus, S. Barnes, J. Vaillancourt, C. Morrison, and S. Heinrich
Also present: Wayne Morrison

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

Approval of Prior Minutes

S. Barnes made a MOTION to approve the minutes of March 28, 2005. Second: J. Vaillancourt.
MOTION PASSED 3 – 0 – 3. (C. Morrison, S. Barnes and L. Rothhaus abstaining.)

J. Vaillancourt made a MOTION to approve the minutes of May 9, 2005. Second: S. Barnes.
C. Morrison requested that member names be listed instead of “all present.” MOTION PASSED
6 – 0 – 0.

S. Barnes made a MOTION to approve the minutes of July 14, 2005. Second: J. Vaillancourt.
MOTION PASSED 5 – 0 – 1. (S. Heinrich abstaining.)

S. Barnes made a MOTION to approve the minutes of August 1, 2005. Second: L. Rothhaus.
MOTION PASSED 5 – 0 – 1. (C. Morrison abstaining.)

S. Barnes made a MOTION to approve the minutes of August 26, 2005. Second: J. Vaillancourt
and C. Morrison. MOTION PASSED. 6 – 0 – 0.

S. Barnes made a MOTION to approve the minutes of September 24, 2005. Second: F.
Rothhaus. MOTION PASSED 6 – 0 – 0.

PBC Website

S. Heinrich told the Committee that Jim Flis had started the Committee website in 1995. W. Morrison said he took over management of the site when J. Flis left the Board. He told the Committee the site is hosted free by Ison.com and is a fairly simple site with few graphics. However, he noted the site has not been updated in at least a year. There is a link from the School District site to the PBC site and from the PBC site to the School District site. However, the PBC site is not maintained by School District officials or governed by School District website policies.

Some members felt the Committee should approach the School Webmaster to maintain the Committee website. Others felt the site, like the Committee, should remain independent.

S. Barnes will take over management of the site, but will need website contact information from W. Morrison as well as copies of materials the Committee has generated that are not currently on the website from both W. Morrison and the Committee clerk.

Members thanked Wayne for maintaining the site and his willingness to help the Committee bring the site up to date.

Upcoming Projects

C. Morrison told the Committee that Superintendent Chiafery had told the Planning Board of several projects that the School Board would be charging the Committee with undertaking. These included consolidation of the SAU and SpEd offices, renovations at JMUES, and parking at MHS and the Masticola circle.

J. Vaillancourt told the Committee that the parking/traffic pattern in the back of JMES seems to be working well. However, she and F. Rothhaus still have a concern about the need to review and make an official recommendation about parking at MMS.

By consensus, members decided that parking at MHS is a number one priority, with MMS as a second priority. It was suggested that S. Heinrich invite the Police Chief and Business Administrator Shevenell to the next meeting (January 9th) to discuss parking issues. Members suggested that the Principals be included as well.

L. Rothhaus would like to specifically know

- Total number of parking spaces
- How many spaces are allotted for faculty
- How many seniors applied for parking permits
- How many juniors applied for parking permits and how many were granted
- How many of each grade actually have a driver's license
- How many who have a permit actually use it
- How many spaces are empty on a regular basis
- A comparison of parking lot usage by day and by time.

Members felt that they need to know what the District might be proposing regarding parking on the warrant for Annual School District Meeting. Members also felt that it would be important to formally bring their concerns and conclusions to a School Board meeting

Population Projections/Space Utilization Reports

Members received the updated and corrected Population Projection report. They had concerns about how the projected numbers for Kindergarten and First Grade were determined, but agreed that once there is some history, the first grade projection number will have some basis in fact. Members did note that the projection shows a decline in the total school district population over the next few years.

The Space Utilization Reports need to be reviewed and possibly reformatted. The information provided in the reports is often incomplete or inaccurate. Members also noted that possibly the document should come with directions for filling in and that there may be a need for one format for the high school and a different format for the other schools.

Additionally, it was noted that the Committee needs to re-determine the capacity figures for all schools based on current use.

Next Meeting

The Committee will not be meeting in December. However, a tour of MHS was raised as a possibility for December. The next regular meeting will be January 9th.

C. Morrison made a MOTION to adjourn. Second: L. Rothhaus. MOTION PASSED 6 – 0 – 0.

S. Heinrich adjourned the meeting at 9:05 PM.

Respectfully submitted,

Pat