



PLANNING & BUILDING COMMITTEE

Merrimack School District

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

Minutes

June 14, 2010

Present: D. Powell, S. Heinrich, R. Hendricks, F. Rothhaus, L. Rothhaus (arrived late) and
School Board Liaison R. Swonger

Excused: G. Perry

R. Hendricks called the meeting to order at 7:36 PM.

Announcements

R. Hendricks welcomed back F. Rothhaus and S. Heinrich. He announced that G. Perry was excused from the meeting and that G. Perry, F. Rothhaus and S. Heinrich had been sworn in.

R. Hendricks announced that there had not been a quorum on May 24th, but those present had a work/brainstorming session about the combined SAU/SpEd building and that the ideas and information generated would be summarized during this meeting.

Approval of Prior Minutes

S. Heinrich made a MOTION to approve the minutes of April 12, 2010. Second: D. Powell. MOTION PASSED with F. Rothhaus abstaining.

Combined SAU/SpEd Building

R. Hendricks told the Committee he had a call into the state Department of Education to learn what criteria would qualify a proposed building warrant article as an emergency. R. Swonger indicated that he had spoken with Jewett Builders who suggested a “design-build” concept and that it is possible to use a contractor who has a building designer on staff rather than hire an architect and then hire a contractor. Members noted that the Administration has been working with Architect Frank Marinace, who recently built an SAU office in Keene.

Members summarized the discussion that was held at the work session as follows:

- Need to find out exactly what the final legislative decision on school building aid is.
- Need to find out what a safety exception is.
- Need to create a list of whose offices must be in the new SAU office. There were questions about Library Director + secretary, IT Coordinator + repair staff, Transportation Coordinator/Tenant Officer.
- Need to create a list of the needed square footage needed per space (meeting rooms, IT storage, etc.) Could some of this space be “off-site,” i.e. at JMUES?
- Need to have Superintendent Chiafery and SpEd Director St. Jean review these lists for confirmation and/or corrections.
- Need to establish the other criteria for the building design and a “plan A”: SpEd offices with the SAU office and “plan B”: SpEd offices located at JMUES.

Members then discussed the following: (L. Rothhaus arrived during the discussion.)

- Requirements for an RFP (Request for Proposals).
- Requirements of the bid process.
- Names of companies who would be asked to bid.
- How soon before the Committee can start working with a “professional.”
- Need for credible cost figures.
- Timeline for any proposal to be on the ballot in April.
- Potential language of a warrant article to get it flexibility in order to get state aid.
- Need for unanimous School Board support of any warrant article.
- Need to include a review all possibilities (including available space at both JMUES and MMS) in the final report and make a recommendation on each.
- Need to determine and refine the best options with a professional ASAP.

Committee Re-organization

S. Heinrich made a MOTION that all the same Committee officers continue in their positions for the upcoming year. Second: F. Rothhaus. R. Hendricks clarified that this would mean that following: Chair - R. Hendricks, Vice Chair - G. Perry and Secretary – L. Rothhaus. MOTION PASSED unanimously.

R. Hendricks made a MOTION to adjourn. Second: L. Rothhaus. MOTION PASSED.

R. Hendricks adjourned the meeting at 8:37 PM.