



## PLANNING & BUILDING COMMITTEE

Merrimack School District

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

Minutes

December 10, 2012

Present: S. Heinrich, R. Hendricks, G. Perry, S. Sheridan and School Board liaison G. Markwell

Excused: F. Rothhaus and L. Rothhaus

Also present: P. Heinrich

R. Hendricks called the meeting to order at 7:35 PM.

### **Updates**

1. R. Hendricks told the Committee that the Planning Board had voted 5 – 2 to list a new Central Office in the Capital Improvement Plan in FY 13-14 and prioritize it as urgent.
2. R. Hendricks told the Committee that the Blue Building roof has been repaired.
3. R. Hendricks told the Committee that relocation of Special Service staff to the upper elementary school has been problematic.

### **Central Office Proposal**

Members discussed strategies for marketing the new Central Office Building. Discussion included:

- A short cable program with a video or updated power point
- Benefits of the new building
- Talking points that need to be emphasized
- Different format or presentation for School District Meeting
- Houses should not be offices

### **Space Utilization Inventory**

R. Hendricks shared monthly enrollment figures with the Committee. Members discussed the need to determine the capacity of the middle school and potential impact of moving the 6<sup>th</sup> grade there.

### **Next Meeting**

R. Hendricks said the next meetings of the Committee would be January 7<sup>th</sup> and 14<sup>th</sup>. R. Hendricks said the meetings would be used to develop plans for promoting and publicizing the new Central Office project.

S. Heinrich made a MOTION to adjourn. Second: G. Perry. MOTION PASSED unanimously.

R. Hendricks adjourned the meeting at 8:20 PM.

Respectfully submitted,

Pat Heinrich