



PLANNING & BUILDING COMMITTEE

Merrimack School District

Meeting Minutes November 30, 2020

Present: N. Schoenfeld, R. Hendricks, F. Rothhaus, S. Sheridan, G. Perry and School Board liaison L. Rothhaus

Also present: Assistant Superintendent for Business M. Shevenell, Maintenance Director T. Tousseau and Library & Media Services Director N. Rose

R. Hendricks called the meeting to order at 7:05 PM. He announced that the meeting was being held via Zoom under the guidelines in the Governor's Emergency Order 12, pursuant to Executive order 2020-04. He told the Committee that all votes would be roll call votes and that N. Rose was moderating the meeting for the Committee.

R. Hendricks welcomed N. Schoenfeld, as a new member of the Committee, and L. Rothhaus, as the new School Board liaison to the Committee.

Re-organization

F. Rothhaus made a MOTION to re-elect current Chair and Vice Chair, R. Hendricks and G. Perry, and leave the office of Secretary vacant for now. Second: R. Hendricks. A roll call vote was held. The MOTION PASSED unanimously.

Approval of Prior Minutes

R. Hendricks made a MOTION to approve all prior unapproved minutes from 2019, 2018, 2017 and 2016. Second: F. Rothhaus and S. Sheridan. A roll call vote was held. MOTION PASSED 4 – 0 – 1 with N. Schoenfeld abstaining.

Capital Improvement Plan

M. Shevenell told the Committee that the District has put together a 10-year Capital Improvement Plan. He said that several projects have been broken into multiple segments to keep funding needed as level as possible and that Administration is focusing on two main areas: roofs and ventilation.

- **Roof**

M. Shevenell said that the roofing estimates are based on today's costs and the District is hoping for 35-year warranties.

- **Ventilation**

M. Shevenell told the Committee that the Honeywell study of CO2 levels in classrooms showed multiple locations within schools built before 1997 that will benefit from installation of mechanical wall units to improve ventilation. T. Tousseau indicated the current plan is tentative and includes 10 projects per year which is an amount that can be accomplished over the summer. M. Shevenell said the estimated prices include a 3% increase per year and said that annual maintenance on each unit is included in the Honeywell maintenance contract.

- **Other projects**

- Lighting – M. Shevenell said that the District is planning to replace many light fixtures

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with LED lights which they should result in better lighting and no increased cost to the budget.

- Boilers – T. Tousseau said that he believes there is sufficient boiler capacity and back-at the present time, so no new replacements are planned though the issue will be evaluated yearly.
- Window Replacement – Window replacement has been moved out a few years and a small project is planned for every other year.
- Gym Floor Replacement – The floors in the “older” gyms will need to be replaced soon so a place holder line to replace gym floors has been added to the C.I.P.

Discussion included the following:

- Members would like to see a yearly line in the C.I.P for master plan initiatives
- Members felt that even though they will likely be part of the master plan, since a turf field and a new SAU had been in prior C.I.P.s, they should remain in the C.I.P.
- Members would also like the master plan to list various initiatives by priority
 - A new SAU office
 - Turf field
 - Demolish Brentwood
 - Parking
 - Tennis courts
- Members suggested that Maintenance look at different flooring surfaces for the upcoming Gym floor replacement projects.

R. Hendricks made a MOTION to add a turf field to the C.I.P. in 2024-25. Second: S. Sheridan
A roll call vote was held. MOTION PASSED unanimously.

Vacancy

R. Hendricks expressed the Committee’s condolences to the family of Stan Heinrich, who died in February after more than 25 years on the Committee. He asked the Committee how they wanted to proceed.

G. Perry asked for a status update on the Master Plan. M. Shevenell told the Committee that background work has begun but no major progress is expected until the pandemic has abated.

R. Hendricks told the Committee that, unless it wanted to fill the vacant seat, he saw no reason to schedule a meeting until after the spring elections during which the vacant seat would be on the ballot for a one-year term.

S. Sheridan made a MOTION to leave the seat vacant until the spring elections. Second: F. Rothhaus. A roll call vote was held. MOTION PASSED unanimously.

Members suggested that the District should name something in honor of Stan Heinrich’s years of service on both the Planning and Building Committee and the Budget Committee.

Public Participation

There was none.

R. Hendricks declared the meeting adjourned at 8:53 PM.