



## PLANNING & BUILDING COMMITTEE

Merrimack School District

Minutes  
November 8, 2021

Present: R. Hendricks, F. Rothhaus, N. Schoenfeld, S. Albuquerque, M. Alukonis and School Board Liaison L. Rothhaus

Excused: G. Perry

Also Present: Interim Chief Executive Officer B. Olsen, Business Administrator M. Shevenell, Maintenance Director T. Touseau and Engineer S. Keach

R. Hendricks called the meeting to order at 7:03 PM and asked everyone present to introduce themselves.

R. Hendricks said this committee was the only independently elected School Planning and Building Committee in the state. He explained that meetings are casual but subject to the Right-To-Know Law and while the committee has no authority, it submits reports and recommendations to the School Board on school issues. He said the Committee usually meets on the second Monday of the month with occasional, as needed, meetings on the fourth Monday of the month.

### **Re-organization**

F. Rothhaus made a MOTION to retain the current slate of officers: R. Hendricks as chair and G. Perry as Vice Chair. Second: N. Schoenfeld. MOTION PASSED unanimously.

S. Albuquerque made a MOTION to elect N. Schoenfeld Secretary. Second: M. Alukonis. MOTION PASSED unanimously.

### **Master Plan Discussion**

L. Rothhaus told the Committee that School Board members felt a new SAU office was a priority.

S. Keach opened the discussion by sharing some of his ideas for the master plan:

- Dealing with “red” (Brentwood), blue (Special Services) and green (SAU) buildings
- Improving the traffic pattern in front of the high school
- Finding the best location for a new SAU
- Possibly relocating the Skate Park to Watson Park
- Installing a sidewalk entire length of O’Gara Drive
- Considering the effect widening Everett Turnpike will have on the high school property and on Baboosic Lake Road/O’Gara Drive intersection

- Redesigning parking areas and possibly a separate faculty parking lot

R. Hendricks opened the floor for discussion which included the following:

- Cost of a new SAU could be as much as \$3 million dollars
- The town will not be pursuing a safety complex.
- Projects in the master plan should be listed by priority.
- Projects in the master plan should be completed in stages rather than all at once.
- Except for new SAU, projects in the master plan will likely have to be done in the summer.
- O’Gara drive needs pedestrian crossings
- Efficiently and safely moving people and vehicles needs to be considered.
- Need to know number of current parking spaces and total number of spaces wanted/needed
- Need to consider the visual appearance of the campus
- The basement of the blue building is not currently being used.
- Should there be some green spaces in the parking lot?
- A master plan should be highly graphic with a visual series of improvements listed sequentially containing a narrative of current situation and problems; estimated cost, possible.
- Traffic flow is more important than parking
- The District will be debt-free in two years.
- Should the plan include a turf field?

**Proposed Capital Improvement Plan (C.I.P.)**

M. Shevenell and T. Touseau presented the proposed Capital Improvement Plan. They said that roof projects will be a big part of the plan for the next few years.

M. Shevenell said the projects will likely be presented as warrant articles rather than part of the operating budget. He also said that once the current list of roofing projects is complete, there should be no roofing projects proposed for several years.

T. Touseau told the Committee that the project to be proposed on the ballot in the spring has been deferred in the recent past, but it can’t be deferred again.

M. Shevenell said that ventilation projects will continue to be in the C.I.P. and that a sidewalk from the high school to O’Gara Drive has been added to the C.I.P.. He said the sidewalk will likely be proposed sooner rather than later but may need to be done in sections.

Since the sidewalk will likely be part of the Master Plan, several members suggested that other master plan “projects” (parking lot re-design, new SAU, turf field) should also be included in the C.I.P.

R. Hendricks made a MOTION to approve the proposed C.I.P. including the master plan projects. Second: F. Rothhaus. MOTION PASSED unanimously.

**Next Meeting**

R. Hendricks suggested that the next meeting be held on January 10, 2022. By consensus, members agreed.

**Approval of Prior Minutes**

R. Hendricks made a MOTION to approve the minutes of 11/20/20. Second: N. Schoenfeld. MOTION PASSED 3 – 0 – 2 (S. Albuquerque and M. Alukonis abstaining.)

At 10:15 PM, R. Hendricks adjourned the meeting.

Respectfully submitted,

Pat Heinrich