

# Sanborn Regional School District

## Facilities Committee Minutes

Sanborn Regional High School, 17 Danville Road, Kingston, NH

March 4, 2020 – 3:45 PM

*Committee: Jim Baker, Larry Heath, Jaime Fitzpatrick, Steve Riley, Matt Angell*

### **Attendees:**

Jim Baker, Committee Chair  
Jamie Fitzpatrick, Committee Member  
Larry Heath, Committee Member  
Matt Angell, Business Administrator

### **Call to Order:**

Committee meeting began at 3:49 PM

### **Review of Minutes:** [February 5, 2020](#)

**Larry Heath moved to approve the minutes, Jamie Fitzpatrick second, all in favor.**

### **February Monthly Reports:** [Trust & Revolving Funds Balance Summary - February](#)

Jim Baker briefly reviewed the balances of the trust and revolving funds stated in the report. Jim Baker asked if the Capital Improvement & Emergency Education funds will be included in these reports. Matt Angell intends to begin including them in the March report.

[Memorial School Washer/Dryer](#) - no update at this time. Matt Angell is still waiting for an updated plumbing quote.

### **HS Elevator Update:**

#### [Otis Elevator Quote](#)

Matt Angell has reached out to Stanley Elevator for a quote, but is still waiting to hear back. Matt plans to use this opportunity to review the district's current elevator contact for all our needs.

### **Facility Alteration Request - Informational for future:**

No Update

#### [Mag Locks for HS Cafeteria Doors](#)

#### [Convert Room 126 at the HS to a Conference and Class Room](#)

#### [Add Camera\(s\) to HS Auditorium](#)

1. [Quotes for Auditorium Cameras](#) - Matt Angell reviewed the quotes for the HS Auditorium cameras with the committee. The two lowest cost bidders were Cen-com (\$4,580) and A&B Lock & Security (\$5,510). Matt made the committee aware that the district would prefer to work with A&B Lock & Security as they are

already a current vendor, know the HS building, and the district respects the work they have done in the buildings previously. The quotes are for 5 cameras.

Jim Baker asked if a wireless camera for the elevator at the HS has been looked into. Matt has not researched that yet. He considered putting a non-working camera in the elevator “for show” to see if it would help, but it was decided against just in case an incident were to occur where the district would be expected to have video footage. Matt explained that for the camera in the elevator he is concerned with finding a vendor that the district can work with as the district recently had to fire the camera vendor that was being used as they were part of the problems experienced with the radios. Jim questioned why the elevator would require more monitoring than what is currently being done. Matt explained that at this time we are only monitoring the camera footage after the fact, rather than in real-time. Matt would prefer to find a new camera vendor before researching wireless camera options for the elevator.

The current security camera footage feeds into a hard drive, not a cloud. Presently a service contract is being paid for on the licensed cameras that the district has. Matt let the committee know that many of the cameras throughout the district will need to be replaced/upgraded in stages.

Jim Baker and Matt Angell discussed the camera picture quality of the cameras currently installed in the schools and how it compares with the quality of the proposed new cameras. The camera quote from A&B Lock for the HS auditorium includes 18 hours of labor for installation, as well as \$375 for materials. Matt Angell has never seen them exceed their price estimates and so assumes the quote is based on a price “not to exceed”. Jamie Fitzpatrick asked what the camera plan is. Matt explained that there is not currently an actual camera plan but that he would like to have it added to the CIP plan. He would like to work with the committee in the spring to prepare a more robust CIP plan to include everything in the district. Matt will re-send a copy of the current CIP plan to the committee members.

Matt Angell asked the committee to approve the quote for the auditorium cameras and A&B Lock & Security as the vendor. The committee asked to table this until the next meeting. Jamie Fitzpatrick asked Matt to put together a larger plan for the cameras throughout the district. Matt let the committee know that there are some other large projects that he is in the midst of working on currently, so is not sure that he’ll be able to pull together a full plan by the next meeting.

The committee discussed the RFPs that are going out for the new middle school bathrooms at the HS. Matt explained how he is getting the RFP out and his timeline.

## 2. [Quotes for MS & Backstairwell](#)

[Add "Safety Glass" Film to HS Existing Glass](#)  
[Pave areas of HS parking lot to reconfigure the parent pick loop](#)

**Public Comments:**

None

**Jim Baker adjourned the meeting at 4:20 PM**