

# Sanborn Regional School District

## Facilities Committee Minutes

17 Danville Road Kingston, NH - Library

Wednesday, September 5, 2017 - 4:30 PM

In attendance: Corey Mason (remote), Jim Baker (remote), Michele Croteau and Steve Riley

1. Call to Order - Corey Mason called the meeting to order at 4:35 PM
2. Approval of Minutes - Corey Mason will send in any changes and approve via email.
3. Underground Storage Tank -
  - a. Michele Croteau reviewed the documents included with the packet and discussed the need to complete the repairs.
  - b. The lowest bid and preferred vendor recommended for the project was American Tank Management with a proposal of \$43,780.
  - c. The project was not in CIP.
  - d. The cost will be covered with funds from the Facility Reserve Fund.
  - e. It is expected that there will be no disruption to the students, although there may be some noise.
  - f. Jim Baker motioned, Corey Mason seconded, to approve the project; motion passed.
4. Homeland Security Grant / Repeater & Radios -
  - a. Michele Croteau reviewed the requisitions that were in place to complete the repeater and radio project.
  - b. This was expected to be grant funded. However, the funding available has changed.
  - c. There is now only \$5k in funding available. Carol Coppola had planned for 100% funding.
  - d. Corey Mason moved to proceed with the project as long as the project cost stayed within the existing funds encumbered and the funding of \$5k from Homeland Security was pursued to support the project. Jim Baker seconded the motion; motion passed.
5. SAU Office Construction -
  - a. There was discussion regarding the need to improve office space work flow and confidentiality.

- b. A proposed minor renovation would address these needs for the immediate short term.
- c. Anticipated cost is approximately \$15k (down from \$30k+).
- d. There was some discussion regarding the longer term needs of the SAU Office.

6. Other -

- a. Given that the vacant seat on the School Board reduces the Board members on the Facility Committee to 2, it was agreed that the Committee would request the Board Chair be a third vote as a tie breaker, if needed, until such time that the vacant position is filled.

7. The meeting was adjourned @ 5:26 pm.

Recorded by: Michele Croteau