

**MINUTES**  
**Sanborn Regional School District**  
Facilities Committee Agenda  
Sanborn Regional High School, 17 Danville Road, Kingston, NH  
June 6, 2018 – 4:00 PM

*Attendees: Jim Baker, Pam Brown, Steve Riley, Michele Croteau*

*Absent: Corey Masson*

*Guest presenter: Attorney Bob Casassa*

1. Call to Order
  - a. At 4:10 pm, Jim Baker, Chair called the meeting to order.
2. Review of Minutes
  - a. April 2018: Pam moved, Jim second; all approved with modification to replace “called to order by Chair Corey Mason” to called to order by Michele Croteau.
3. Update on Hazardous Waste Removal RFP at Old HS
  - a. Michele provided an update on the status of the project:
    - i. NH Demolition was awarded the demo portion of the project without a notice to proceed pending this portion of the work; NH Demolition held their bid for an additional 60 days.
    - ii. RPF has completed all the testing to draft a RFP. They should have a document with the specifications completed soon.
  - b. Questions
    - i. Can we encumber the funds out of FY18 for this?
    - ii. Can we use the Facilities Fund to cover?
  - c. In the works...
4. Update on Radio and Repeater project
  - a. Reviewed the status of the project and referenced the summary that was attached to the agenda packet. This will be instrumental to improve communications between all facilities and first responders.
5. Other
  - a. Discussed the access at Memorial. Steve will share the draft plans with **Chief Newell? and Fire Chief Bob (John R. Alcaidinho?)** for their input. This is a project that could be considered for funding by the Facilities Maintenance Fund.
  - b. Roof replacement at the Swasey gym: use Facility Maintenance Fund. Steve Riley will estimate at \$135k.
6. Review of Proposed Lease Agreement (Non-public)\*
  - a. 4:41 pm Pam Brown moved to go into non-public, Jim Baker Second, All in favor.
7. Adjourn

## Non-Public

- Not consistent with letter of intent in all respects. There are deviations. As a result, SRSD is open to suggest something different.
- Could go back to the 10 year term as defined by the letter of intent.
- The lease was higher with Seacoast Charter School but the renovations are much higher with Seacoast Learning Collaborative
- Reviewed the red lined version presented by Attorney Bob Casassa
- Confirm the square footage; change the rental amount to a fixed amount instead of an amount based on square footage
- Look at the utilities section; no approval from the voters to expend any funding; Bob needs clarification from them regarding their intent
  - Concern regarding aged systems and what occurs if there is failure of the infrastructure because of the increased demand placed on it by the increased used
- Risk that building improvement and usage could result in cost to the district
- Pros - they would upgrade the facility, they would use the facility so it would not be vacant
- How old is the septic system?
- Where does this translate as a positive to the bottom line ... year 6 or later ?
- Insurance - if their use of the building increases our insurance cost, modify the agreement to indicate that they would be responsible for the incremental cost
- Address issue of animals, pets, aquariums, etc
- Address traffic patterns
- SLC proposed to use only one floor
- Follow up regarding the letter in SLC's packet indicating that the Owner bear responsibility to bring a section of the building up to code
- Is this worth doing?
  - Will SRSD receive income? No initially; a minimal amount in the future
  - Will SRSD receive a upgraded facility with increased value? Possibly, but the renovation may not truly provide value to anyone other than SLC
  - Will SRSD receive value if the building is renovated and ultimately transferred or sold after SLC moves out?
  - Struggling to see the positive economic impact to the bottom line.
  - To make this work, SLC would need to be responsible for the infrastructure, plus renovation, plus pay rent, plus reimburse SRSD for incremental cost SRSD wil linccur.
- Next step -
  - Bob reach out to their attorney to figure out how this can work? SRSD hasn't been authorized to provide any funding toward this project now, to renovate or toward future cost.
  - Suggestion - SLC need to meet with SRSD and overwhelm them with why this is a good deal for Sanborn and why it won't cost Sanborn any money.
  - Concern that there is a substantial risk that this could cost SRSD money.
  - MC to request last year's and current year's financials. Request details of financing.,

- Motion to proceed - Jim Baker, second Pam Brown, to authorize Attorney Bob Casassa to have a conversation with SLC's attorney to determine the feasibility to move forward with this project and the financial benefit for SRSD.
- 5:45 pm Pam Brown moved to adjourn non-public, Jim Baker second.
- Pam Brown moved, Jim Baker second - seal non-public minutes until

\*According to New Hampshire state law (RSA 91-A, the Right -to-Know Law) the school board is permitted under certain circumstances to sit in "non-public session", closed to the public and the media. Only the following matters shall be considered or acted upon in nonpublic session under RSA 91-A:3 II(d): Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.