

Sanborn Regional School District

Facilities Committee Agenda

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

June 26, 2019 – 3:45 PM

Committee: Jim Baker, Larry Heath, Jamie Fitzpatrick, Steve Riley, Michele Croteau

Attendees:

Jim Baker, Committee Chair
Jamie Fitzpatrick, Committee Member
Larry Heath, Committee Member
Matt Angell, Office Manager

Call to Order:

Committee meeting began at 3:42 PM

Review of Minutes:

Jamie Fitzpatrick moved to accept the [June 5, 2019](#) minutes, Larry Heath second, all in favor.

Response to Open Items:

Policy EC - Building & Grounds Alterations:

Jim Baker reviewed the policy and motioned an amendment to say “The Business Administrator shall report to the Facilities Committee all significant plans for alterations and seek the board’s approval for all projects over \$2,500, regardless of funding”. He would like to hear about any facility projects while they are being contemplated, rather than after completion. He also motioned the following amendment: “The Facilities Committee will be the final local authority on facility alterations or improvements, where costs are \$2,500 or less. The Sanborn Regional School Board will be the final legal authority where costs exceed \$2,500 and/or require formal bidding under policy DGE as designated by the Sanborn Regional School Board.”, Larry Heath second, all in favor.

Seminary/Middle School Properties:

Matt Angell discussed the committee’s designation to discuss selling and/or leasing the Seminary and Middle School Properties. At this time a realtor needs to be selected. Matt found 2 realtors, Mike Reed and Kate Foss. Mike Reed is a large commercial realtor. Pat Bartlett and Lynne Merrill were requested by the board. Matt informed the committee the Kingston Heritage Commission has found Eric Chinburg and he may be interested in purchasing the property. The possibility of looking at the land at the Kingston Fairgrounds for playing fields was discussed. Larry Heath discussed some

background of the Kingston Fairgrounds and was weary of the hazardous waste that could potentially be there. The different parcels of the Seminary Property were discussed. Matt needs the committee to determine which pieces of the property they would like to keep and which they would like to sell. Jim Baker would like to keep the Swasey Gym and the playing fields, but is willing to look at anything that is on the “old high school grounds”, including the gym to offer for sale. The committee considered talking to the town of Kingston about the Swasey Gym to see if they want to take it. The Committee asked for more information about what the gym is currently being used for and by whom. A warrant article is required to sell any part of the Seminary Property. Money from the sale would go into the general fund to go back to the taxpayers. The committee is going to interview realtors, Tom Ambrose and Matt Angell will be meeting with developers to see what options might be available, and once all the information is gathered it will be presented to the school board. Larry Heath suggested we look into a few commercial realtors out of Boston for the Seminary Property.

Middle School Transition Update:

Matt briefly discussed the progress on the transition. A key vendor is working on the interior door locks, panic buttons, ADA buttons, etc. We have a Fire Alarm vendor, HVAC vendor, and an Engineer for Life Safety (specific engineer per the town). Jim Baker would like Matt to get the hourly rates for the vendors so that their invoices can be justified. Matt has been working with Newton’s road agent, Mike Privero on the middle school entrance and office space. Mike Privero has recommended an architect. Matt will be getting quotes and sending them to the committee once received.

CIP Presentation:

Matt Angell reviewed the proposed CIP plan with the committee. The committee reviewed individual CIP items and decided if they would be in the CIP plan. The final report will be reviewed by the committee and will include a cover letter explaining that the estimated costs are not final approved numbers to be used in budgeting.

- 1) Bakie School smoke detectors and fire alarms - NO
- 2) Resurfacing the running track - NO
- 3) Crack sealing on the High School parking lot - YES
- 4) Card access to buildings - YES
- 5) Pave dirt path to track - YES
- 6) Replace high school boilers - NO
- 7) Auditorium - YES (to be funded with future revolving fund - anything less than \$10,000 and instruments will be dropped). Jim Baker wants the Auditorium Manager’s plan for booking/leasing out the auditorium space for revenue. He feels that the auditorium should be self-funding.
- 8) Library - NO

Matt discussed that he will be asking the school board to put in warrant articles to start multiple revolving funds (for example, Athletics for things such as camps).

Public Comments:

Jim Baker motioned to adjourn at 4:55 PM, Jamie Fitzpatrick second, all in favor.