Concord School District  
Capital Facilities Committee

School Board Committee: Capital Facilities  
Date: January 8, 2018  
Committee members present: Jim Richards, Chair, Nathan Fennessy, Liza Poinier, Pam Wicks  
Other Board members present: Tom Croteau, Jennifer Patterson, Maureen Redmond-Scura  
Administrators present: Terri Forsten, Superintendent, Matt Cashman, Director of Facilities, Jack Dunn, Business Administrator

Jim Richards opened the meeting at 5:33 p.m. by reviewing the intent of the Capital Facilities Committee and by introducing the members of this committee. Capital Facilities is a standing committee of the School Board, which convenes to conduct long-range planning including monitoring enrollment trends; review facilities maintenance plans; and review capital improvement plans and implementation for full Board approval. Nathan Fennessy, Pam Wicks and Liza Poinier are members of this committee.

Mr. Richards also expressed appreciation on behalf of the School Board to Matt Cashman and his maintenance crew for their diligence during the recent significantly cold weather.

Mr. Cashman reviewed the administrators’ recommendation to reassign the $1 million bond funds that had been intended for the CRTC Childcare Center–Stable Building, as there are roof systems in the District more immediately in need of work. A roof at Broken Ground School over the third-grade wing, built in 1988, has been compromised and has predictable leak areas. At Concord High School, a large part of the west building near the graphic arts, computer, and nurses’ offices has had ongoing leak issues. Two additional roof areas have presented concerns over time: one is near the CRTC entrance with leaks into the office and conference areas; the other is the professional library near the catwalk.

These two projects would be bid and under construction during the summer of 2018. The larger area of roofing at CHS is estimated to cost $685,000. The additional two areas would need to be estimated and bid as part of the process. The estimated cost for the Broken Ground School roof is $250,000.

In response to questions about the age of the CHS roof, Mr. Cashman noted that he will obtain this information for the Committee. Several Committee members commented about the high cost of replacing this roof. In response to a question from Mr. Fennessy about the urgency of attending to these roofing issues, Mr. Cashman noted that area A
roofing must be replaced and that, during that process, it would make sense to consider whether areas B and C offer economies of scale.

*(See photos of CHS and BGS roofs on third page of notes)*

Mr. Richards asked about the CRTC Childcare Facility and the original intent of this portion of the bond for the development of the stable for the CRTC Childcare. Superintendent Forsten affirmed that the CRTC Teacher Preparation Program would continue to be at Abbot-Downing School as it has been for several years.

Committee members agreed that it would be prudent to bring the proposal to the Finance Committee for its consideration before coming before the full Board.

The Committee voted 4-0 to recommend that the Finance Committee reprioritize funding from the bond proceeds that had been earmarked for the CRTC Childcare – Teacher Preparation Program, and to use that money instead for the repair or replacement for roofing at several schools (moved by Mr. Fennessy, seconded by Ms. Wicks).

Mr. Cashman spoke to the issue of the recent extreme cold temperatures that have negatively impacted CHS, showing several photos of areas around windows where large sheets of plastic have been draped to temporarily block cold air from coming into the building.

Mr. Cashman referenced ongoing concerns in areas in the buildings that have been more susceptible to cold over time. Snow loads on the roofs, sprinkler systems, HVAC temperatures, 24-hour staff watch, removal of snow, monitoring ceiling tiles and doors were all being evaluated and considered. The potential need to replace and/or add insulation, windows, and/or sprinkler heads was being evaluated.

Mr. Richards asked for an update on the damage to the CHS gym floor. Mr. Cashman assured that this would be covered by the District’s insurance; the extent of the damage, talking with claims adjusters, etc. was in process. In response to a request from Mr. Fennessy for a timeline for completion of the gym floor, Mr. Cashman responded that this would be approximately a 6-week project.

Mr. Cashman spoke to the replacement addition of windows, doors, insulation. Tom Croteau asked whether there were funds available to support energy-efficiency projects. Mr. Cashman noted that energy saving rebates were available, and administrators would examine what was available for these suggested upgrades.

The next planned meeting for Capital Facilities would be part of the Budget 2019 Planning Session on February 19 at 5:45 p.m. Ms. Poinier asked whether the plan for February 19 would be available prior to the meeting, and Mr. Cashman assured her that it would be. Mr. Fennessy asked Matt Cashman to recirculate the ten-year facility plan for everyone’s review.

There was a conversation about the state infrastructure grants.
Mr. Richards asked Committee members to bring items to his attention for future agenda development. He will also work with Superintendent Forsten and Board President Jennifer Patterson to develop agendas.

The Committee voted 4-0 to adjourn (motioned by Mr. Fennessy, seconded by Ms. Wicks).

The meeting adjourned at 6:32 p.m.

Respectfully submitted,

Jim Richards, Chair