Concord School District  
Capital Facilities Committee Minutes

School Board Committee: Capital Facilities

Date: October 19, 2015

Capital Facilities Committee members present: Rusty Cofrin, Chair, Jim Richards and Nathan Fennessy

Other Board member(s) present: Tom Croteau, Kass Ardinger and Clint Cogswell

Administration: Terri Forsten, Superintendent; Matt Cashman, Director of Facilities and Planning; Tom Sica, Principal of RMS

The agenda was to discuss the next steps for the Rundlett Middle School process and the future educational and programming needs of our students (see attached data sheets and packet).

The meeting was called to order at 5:30 p.m. by Rusty Cofrin. Mr. Cashman presented slides and distributed packets to the committee members that explained the process moving forward on major decisions. The slides were created from the NH School Administrators Association and the history of the district’s elementary consolidation.

The steps discussed in the packet:
Step 1: Create Awareness of Educational Program and Facility Needs
Step 2: Investigate and Define Educational Program and Facility Needs
Step 3: Evaluate Options
Step 4: Define Site and Structural Specifications
Step 5: Evaluate Design Options
Step 6: Develop Marketing Plan to Gain Support for the Bond Vote
Step 7: Implement the Successful Plan

Discussion centered on the current condition of the facility and the concern to develop a plan to address urgent situations before they arise. Kass Ardinger pointed out that the Board needs to be transparent and involve the community, to build community support for this project. She suggested the Board reflect on what worked to make the new elementary schools project successful, and utilizing those same ideas for RMS.

Mr. Cashman spoke about conducting an engineering and structural study after the Board focuses on the future of educational programming at RMS.
Clint Cogswell reminded the committee about the lack of building aid from the state and to keep the bonding discussions going. He urged the importance of community support to get the ball rolling. Ms. Ardinger pointed out that being able to prove how the project would be funded would be helpful in engaging the community and gaining its support. Jim Richards suggested looking into non-traditional opportunities to fund the project that might be available, such as public/private partnerships.

Mr. Cogswell suggested that the administration should consider this process at the same time as the other significant issues on the table (full-day kindergarten and potential bonding). He noted that pursuing the process at RMS is critical, since keeping the facility operational is costly and there is not unlimited time to make decisions about its future. The costs of repairs are going to increase continually with the age and condition of the building and there is a need to act soon. Ms. Ardinger suggested incorporating the cost of a facilitator into the 2016-17 budget to begin moving forward.

Mr. Cogswell requested that Mr. Cashman send the existing RFP electronically to the committee members. Mr. Cashman agreed to share it with them for reference.

The meeting adjourned at 6:42 p.m.

Respectfully submitted,

Rusty Cofrin

Recorder: MC/DS