Concord School District
Capital Facilities Committee Minutes

Date: April 15, 2019

Committee members present: Pam Wicks (Chair, in Jim Richard’s absence), Danielle Smith, Tom Croteau (appointed), Jim Richards (arrived at 5:46 pm)

Other Board members present: Jennifer Patterson, Liza Poinier

Administrators present: Terri Forsten, Superintendent, Matt Cashman, Director of Facilities and Planning

In Mr. Richards’ absence, Pam Wicks opened the meeting at 5:35 pm. She appointed Tom Croteau to join the committee for this meeting. Capital Facilities is a standing committee of the School Board, which convenes to conduct long-range planning including monitoring enrollment trends; to review facilities maintenance plans; and to review capital improvement plans and implementation for full Board approval.

Matt Cashman reviewed the agenda, including a review of the recent flood at Concord High School, summer 2019 projects and the middle school facility development.

The flood at CHS was caused by a failed valve in the gymnasium. The water flooded the gymnasium and its beautiful new wood floor. The water also traveled to the hallway and locker rooms below, where ceiling tiles and carpeting were damaged.

Summer projects were reviewed next, as Mr. Cashman described the painting that will be done this summer in the newer elementary schools and the floor drain at Broken Ground School. He showed photographs of the predictable wear and tear on walls that has happened over the seven years since the three newer elementary schools were built. The walls will be repaired in summer 2019 and given a fresh coat of paint. Mr. Cashman discussed the drain at BGS that will also be repaired this summer; the current drain has been in place since 1972.

Mr. Cashman reviewed development on the middle school facility that has been completed to date. He reviewed the “visioning session” that occurred in 2017 and spoke about the trip to Nebraska to see Lincoln’s middle school, built in partnership with their local family Y. He provided an overview of the decisions made to date and showed an overview of the design process: schematic design (6 months), design development (6 months), construction documents (6 months), bidding and negotiation (2 months) and contract administration (24 months).

Mr. Croteau asked about whether, when the time comes, the District would be required to accept the lowest bid for this project. Mr. Cashman outlined the bid-reviewing process and explained that many components go into considering which company would be awarded the bid. Jennifer Patterson shared that as part of the elementary school project,
she had the opportunity to visit a number of schools built by architectural firms that had bid on the project. Liza Poinier asked for clarification about the location/the site for the school and whether that would be part of the first step, “preliminary work and decisions.” Jim Richards noted that as part of the review, the Committee would consider firms’ competency to complete the project on time, meet deliverables, and budget review.

Ms. Wicks asked about whether the Board had decided to build a new facility instead of renovating the current facility. Superintendent Forsten said that, while the decision might seem obvious, there has not yet been a formal vote on the matter. She suggested that the Committee vote to recommend a decision on this topic to the full Board.

Mr. Cashman reviewed the five design options that had been offered by HMFH: 1a: grades 6-8 with the Y (new), 1b: grades 6-8 without the Y (new), 2a: grades 5-8 with the Y (new), 2b: grades 5-8 without the Y (new), 3a: grades 6-8 with the Y (renovation). There were several photo renderings of the options presented.

Mr. Cashman showed the District’s property on Curtisville Road – 59.08 acres – as a possible location if the Board was interested in considering building on a new property. This is a large parcel of land compared to the current middle school site.

Additional topics still to be discussed include a traffic study, the decision whether to renovate or build new, research on grade level groupings, grade level configuration, parent and community engagement in the conversation, traffic – busing, and the construction timeline.

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

The meeting adjourned at 7:09 p.m.

Respectfully submitted,

Jim Richards, Chair
Matt Cashman, Recorder