Concord School District  
Capital Facilities Committee Minutes

School Board Committee:  Capital Facilities Committee  

Date: May 6, 2015

Capital Facilities Committee members present: Rusty Cofrin, Chair, Jim Richards, Kass Ardinger

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

Administration: Matt Cashman, Director of Facilities and Planning

The meeting was held at Beaver Meadow School (BMS). The meeting began at 5:30 p.m. The agenda was an overview of BMS and its general building data, including the 10-year Capital Improvement Plan for the future, followed by a tour of the interior and exterior of the school.

Director of Facilities and Planning Matt Cashman presented packets that included data about the school, anticipated costs of summer projects, 10-year improvement plans, an aerial map and layout of the property. In addition, general building data, recent summer project upgrades and an overview of the summer work was presented.

Kass Ardinger asked if it might be possible for the Department of Homeland Security to help pay for upgrades, since some of the Concord School District facilities are used for emergency shelter purposes. Mr. Cashman explained that the Department of Homeland Security has made grant money available in the past, and that the administration plans to apply for the next round of grant money.

Beaver Meadow School Building Data

A. General data  
   Constructed in 1986, addition added 1987  
   Brick veneer, wood siding, CMU block wall, foundation walls and wood truss roof system, 2 story structure  
   66,000 sq. ft., 12.3 acres, converted to natural gas in 2008  
   Grades: Pre-K through 5  
   460 student capacity, ADA compliant

B. Recent upgrades  
   2008  Natural gas boiler conversion  
   2010  Asphalt shingle roof replacement  
   2013-14  VCT tile replacements in hallways/cafeteria  
   2014  Rubber membrane EPDM over gym replaced  
   Screens, shades and Smart Boards installed
C. **Summer projects**

Carpets in classrooms ($28,600), wireless clocks ($7,783), minor plumbing fixture upgrades ($10,000), totaling $46,383

D. **10-Year Capital Improvement Plan (CIP)**

HVAC: 7 air handlers (phased replacement plan beginning 2016-2023). Most HVAC air handlers are original

Electrical: no generator (planned installation 2019) $50,000. 1-2 hours of lost power before sewer holding tank is full, causing backup

Site work: poor drainage, planned replacement 2020/2021, $260,000

Exterior trim: fascia board replacement/possible siding upgrade. Planned replacement 2017: $25,000

All exterior windows: condensation buildup. Planned replacement, 2018: $130,000

Lockset replacement classroom doors: $20,000

E. **Future considerations (not in CIP, but to be added later):**

- Lighting overhaul – install energy-efficient lighting
- Repaint classrooms/ hallways, gym ceiling
- Remove UST oil storage tank
- Tree work out back in playground area (needs arborist)
- Heat tape system for rear top floor classrooms
- Media Center upgrade – computer lab
- Walk-in cooler for food service
- Gutter system for front of the building – improve water runoff
- Blue strobe light installation for security/ lockdowns

During the interior tour of the building, Jim Richards mentioned the importance of storage and locker space for student snow gear, which doesn’t exist at the school. Six classrooms were toured, showing those with flooring to be replaced this summer. The Committee toured other classrooms, viewing plumbing fixtures that would be replaced over the summer. The pavement access roads, sidewalks and storm drainage throughout the site were reviewed. Mr. Cashman suggested a full site survey be completed prior to any work. Additional costs may be incurred to evaluate the existing elevations and how, over time, storm water erosion has created new and different paths from the original design.

Wood exterior materials (clapboards and fascia board) were noted as part of the improvement plan that would be replaced in subsequent years. Committee members were able to visualize the newly installed roofs and see the playground areas and back side of the building. A sinkhole was noted near a drain in the rear of the building that had been reported the same week. It was noted the sinkhole would be patched and fully corrected over the summer. Mr. Cogswell mentioned the importance of bonding the work on the 10-year CIP and that the Board should discuss bonding in future
meetings. The members present agreed that additional money should be planned to keep the four older facilities on track and maintained as needed.
The meeting adjourned at 6:35 p.m.
Respectfully submitted,
Rusty Cofrin
Matt Cashman, Recorder