

# Sanborn Regional School District

## Facilities Committee Agenda

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

September 5, 2018 – 4:00 PM

*Committee: Jim Baker (Chair), Pam Brown, Corey Masson, Steve Riley, Michele Croteau*

1. Call to Order by Jim Baker at 4pm. The following recorded as present:
  - a. Jim Baker
  - b. Pam Brown
  - c. Annie Collyer
  - d. Steve Riley
  - e. Michele Croteau
  - f. Kristin McNulty
  - g. Brian Stack - to present Agenda Items 5 & 6
  - h. Larry Pignataro with Competitive Energy - to present Agenda Item 3
  
2. Review of Minutes -
  - a. Requested correction to minutes - Jim requested the administration do an additional review of the Memorial access plans to consider ways to reduce the proposed costs, which they did.
  - b. Pam Brown moved to approve minutes as modified, Jim second, all in favor**
  
3. ENH Update - Larry Pignataro with Competitive Energy Services reviewed several documents that had been distributed with the Facilities Committee agenda. He discussed how ENH Power determines our rate, and why they are looking to increase the rate before the contract ends. Michele is looking into either breaking the contract, accepting the rate increase, or going through legal channels to try to make them keep the rate the same for the duration of the contract. Based on the capacity graph Larry supplied, it appears ENH power did not use our peak consumption time when they set the rate originally. Options: Short pay invoices (based on paying the rate in the contract, rather than the rate they are increasing to), Continue at higher rate at a cost of approx. \$9,500, terminate contract at a cost of approx. \$7,000. CES recommends the short pay option, based on the opinion that ENH is not going to be able to collect. ENH is arguing that the 'reserve margin change' is a change in law which entitles them to increase the rate. Annie Collyer questioned the time/cost associated with Michele to process the short payments for the duration of the contract. Pam Brown questioned if the early termination fee was negotiable. Must make a determination to get out of contract by October 31st. Larry will try to negotiate the early termination fee, or negotiate a reduction in the rate increase. There was support among the committee members for negotiating a successor 3 year

agreement starting November 2019 and continuing in our current contract, but trying to re-negotiate the rate increase amount of the current contract.

**Mr. Baker motioned Pam Brown seconded; negotiate a 36 month contract around the .071 rate and also negotiate the current vendor for the rate going forward or a lower penalty if we decide to end the contract early, Ms. Brown second, all in favor.**

- a. [ENH Contract](#)
- b. [Electricity Bids](#)
- c. [Capacity Graph](#)

#### 4. Facilities Revolving Fund

- a. As of 6/30/2018, the balance was \$238,715.89 - Michele Croteau would like to get in a routine of providing regular updates of the revolving fund and the 2 reserve funds that we have as appropriate to the Facilities & Finance Committee meetings.

#### 5. Facility Alteration Requests

- a. [Proposed door opening in room 137 @ High School](#) - Brian Stack would like a door connecting room 137 with the cafeteria...there are many reasons why they would like to have one there. HS is presently in talks with a local bank to add a bank branch in the school. The bank will be open during lunch hours which is why it makes the most sense to have the access point through the cafeteria. There will also be classes in the bank (as it will be operating as a classroom for banking). Ms. Brown brought up the question of security, Michele responded that will be addressed at a future date with the board, but that there are also other reasons (even if the bank doesn't happen) to put a door in that location. Would like to do construction over Christmas break.

**Jim Baker motioned to approve up to \$3,200, but would like to see that number come down. Pam Brown second, all in favor.**

#### 6. Request for Supplies

- a. [Supplies for the auditorium](#) - Brian Stack discussed the need to have a better process for ordering supplies for auditorium given that this space is highly used by external groups in addition to the use by the HS. Asking to have some of the supplies come from the facilities fund. The same supplies for the auditorium serve three purposes: HS events, District events, non-district events. This order is a standard order that will typically happen a few times a year. Spend approx \$6,000 to \$8,000 per year with this vendor. This cost has never been budgeted in the past. Brian Stack & Michele Croteau would like to create a budget and process that accounts for external groups that use these supplies as well.

**Jim Baker motioned to approve the use of the Facilities Revolving Fund to cover the cost of this request, Pam Brown second, all in favor.**

7. Swasey Gym Roof Update - Steve Riley provided an update of the roof replacement. Project has been completed - cost did not go up or down based on findings during replacement. Total cost approx. \$138,000.
8. Radio/Repeater Project Update - Steve Riley & Michele Croteau provided update. Project mostly complete and training to be scheduled. Some programming still to be done to connect with 1st responders. Will be discussed at Safety Committee meeting on 9/10/18.
9. Abatement/Demo Project Update - Steve Riley provided an update. September 17th start date for Abatement. Demo to start on completion of Abatement. Project is expected to be completed by October 31st.
10. Seminary Cold Weather Damage Update - Have not been able to determine reason why heat was lost in the building. Assumption is that we ran out of fuel (we are on automatic delivery). Going to try to negotiate this with the fuel company to see if they will take responsibility and cover the cost of repairs (approx. \$30,000). We are not certain what the prime cause was. Steve Riley addressed some of the other reasons the heat may have stopped working, other than running out of fuel. Michele requesting guidance from the Facilities Committee regarding next steps. Jim Baker would like to table this discussion until we have more information.
11. Blue Light Emergency System - Michele discussed that this came about from Safety Committee meetings as a means to address areas that have a difficult time hearing emergency notifications, and also for students that are hearing impaired. Mr. Baker questioned why we can't just put the light system in the areas where there is difficulty hearing emergency notifications and whether this might be addressing more areas than are necessary. It was determined that this would be brought back to the Safety Committee to determine how this should be addressed and to get additional information regarding next steps.
  - a. [Memorial Quote](#)
  - b. [High School Quote](#)
  - c. [Bakie Quote](#)
  - d. [Middle School Quote](#)

12. Other

13. Adjourn - Jim Baker @ 5:10

Recorder: Kristin McNulty