

**Gorham, Randolph Shelburne Cooperative School Board
Building Committee Tuesday April 18, 2006
FRC Board Room**

Attendance: Craig Burcalow, John Carpenter, Bob Demers, Conrad Deutsch, Kathleen Kelley, Reed Leberman, Ben Mayerson (chair), Jean Tremblay (entered at 7:00pm)
Administration present: Patrick Low (entered at 7:30 pm), Pauline Plourde, Keith Parent, Paul Bousquet (entered at 7:00 pm)

6:33 Call to Order by Ben Mayerson, Chair.

6:40 Approval of Minutes 3/21/06. Craig moved and Conrad seconded Six were in favor, Kathleen Kelley abstained. The non-public minutes will be presented at our next meeting for approval.

6:45 Financial report- Ben reported a balance of \$14,482.32 remains in the Building Committee budget. The Banwell has commenced will require all of these funds and more. Ben asked that we set aside up to \$1,500 for mailing materials to advertise the public forum discussions and other Committee expenses through June 30. Any unused funds will be used for payment on the Banwell contract.

7:00 Communication/ Media Relations – SAU20.org website, now has a Building Committee page with links to our minutes, press releases, and the Banwell website. Ben has suggested that the NEASC letter be posted, on the site. He also hopes that the dates of the public forums will be posted as well. The site also includes a response form, where an end-user can send in their name, address, comments, etc. Several firms and individuals have recommended utilizing a website to get information out to the public. Reed asked if there was a way to preview the content to the Committee prior to posting. Ben responded no. John suggested a “hit” counter. Pauline said she would look into it. Ben commented that the site should remain simple and consistent, for ease of maintenance and the end-user.

7:10 Consultant – David Laurin, of Banwell, is generally available to meet with the Committee on Thursdays. David is in the area on Thursdays, and that would save our budget travel costs. A discussion ensued around when our regular meetings should be scheduled to take advantage of David’s availability. It was decided to keep meetings on the current schedule, and change the meeting date, on a case by case basis. The next regular meeting of the Building Committee will be May 2. There will be a second meeting to meet with David and the Cooperative Board on May 4th.

David met with about 15 Edward Fenn teachers on April 12th. Teachers mentioned numerous concerns including but not limited to the lack of ADA bathrooms, lack of electrical outlets, poor ventilation, roof leaks, and lack of storage. David is scheduled to meet with Middle and High School teachers on April 20th. At both meetings, David Laurin is collecting a general sense of the buildings, from the teachers’ prospective. He will also investigate the buildings with several subcontractors. David mentioned to Ben

that he felt the Ed Fenn's 1956 and 1969 roofs are original, and need replacement. David is scheduled to meet with administration and Ben the week of May 7th. After the week of May 7th, David will again meet with the teachers. He will then prepare a report with his conclusions including educational needs, building conditions as they relate to requirements based on codes, NH educational standards, etc. David will develop an educational standard report comparing what we should have versus what we have. By June 16, Banwell should be done with their portion of this segment of the project. John Carpenter asked for a time line (in writing) from Banwell.

Reed asked if any of the teacher/staff meetings were open to Building Committee members. Paul Bousquet discouraged it because he would like the teachers to feel free to discuss their concerns with Banwell.

Bob Demers asked if at these meetings David will discuss recommendations for solving these problems. Ben responded not at this time. David wants to wait until after the public forums in the latter half of May. Ben relayed that David suggested that a presentation with the local Rotary might be a way to contact so called captive groups.

Then he wants to listen to the public comments about these findings, before completing the Banwell report. We will advertise these meetings to all public forums, with press releases and perhaps a calendar postcard sent to all voters after the 4th of May. Kathleen asked that we be clear on the postcard what the voters can expect to discuss at these forums. Solutions would not be discussed. Conceptual drawings will not be presented at these forums. Ben has requested that Banwell bring some concept drawings from other projects, so that our Committee may see some examples of what these are, and how they would help our process. John thought people would have a hard time visualizing without concept drawings.

David has all of the reports the Building Committee has review so far. Bob Demers asked if they are aware of the Town water system issues, feeding the Edward Fenn School. He also asked if they know that this is the emergency shelter for Gorham. Bob also cautioned us to be aware of the schools' function as emergency shelters.

The Building Committee will have to develop a solution or remedy based on these findings and Banwell's reports. The Building Committee will report their recommendation to the Cooperative Board. At the last Cooperative Board meeting, members voiced some concern with the speed of this project. Kathleen warned that the Cooperative Board had trouble finding mutually agreed to meeting days, so they may not be available for some of these meetings. Ben asked Pauline to try to schedule the meetings to accommodate the majority. Ben urged the members to be patient and trust in David's experience. Ben suggested that the Committee continue to move forward to be prepared for a bond vote in March 2007.

Reed suggested we prepare a large chart of the months between now and March meeting. If we are to be successful, we need to a visual display of our process and we should review our progress at each meeting. Banwell, Pauline and the Department of Education

could help create such a chart. We could also then share the chart with the Cooperative Board. We could also identify where we need more help. John, Pauline, and Reed will work together on compiling a list of important timeline milestones, and begin to insert them into a calendar.

8:00 Committee Membership- Ben asked if we should add members to the Building Committee. The Committee agreed to place a notice on the website asking interested parties to contact the SAU office. John discussed opening membership for a finite amount of time, like was done in the fall of 2005. Any interested party would be apprised of the commitment required to serve.

8:10 Planning – Ben suggested that we need to lay the ground work to hire (through an RFP or RFQ) architects and contractors for the next phase of this project. We would send these out based on current projections in late June to mid-July. Pauline will begin to prepare an RFP and RFQ, for a future meeting. We would need to hire a contractor soon after we hire the architect, so the contractor can review the plans developed by the architect and work with plan execution issues.

8:40 Research of Off- Site Option- Ben said after some review of the properties in Randolph and Shelburne, he felt we cannot realistically consider those properties as an option because of a lack of sewer, water, traffic management, high speed internet access, and emergency coverage. Jean asked if we did not secure fields adjacent to the Middle High School would it be accredited by NEASC. Ben said he had spoken with David Laurin, and it was David's opinion that a waiver from the State could be successfully acquired. The Building Committee members asked John and Ben to send a letter to all three town Planning Boards inquiring about the availability of land that meet our criteria. We also need the market value of the school buildings as they exist, because if we move off-site the Coop would sell the buildings. We cannot rely on Gorham's tax value because the parcel might have a greater value without the buildings compared to leaving the buildings. Patrick suggested we remain open to the donation of land for a possible new school. Bob Demers said that we should factor in the value of a new building offsite due to lower transition interruptions.

8:28 Next Meeting - 5/2/06 at 6:30 in the GMHS Library. Banwell will meet with the Building Committee and the Cooperative Board on May 4 at 6:30 in the GMHS Library. Kathleen noted that she had a schedule conflict with that date. There was some discussion about whether this room could handle this number of people. It was concluded it could.

8:30 pm Craig Burcalow moved and Reed Leberman seconded that the meeting be adjourned. All in favor.

Respectfully submitted.

Kathleen Kelley
bwm