

**Rochester School Board**  
**Building Committee Minutes**  
**School Department Board Room**  
July 6, 2017  
6:00 PM

**Members Present:**

Mrs. Audrey Stevens, Chair  
Ms. Nichole Guptel  
Mr. Thomas J. Jean

**Members Absent:**

Mrs. Jennifer Brown  
Mr. Paul Lynch

**Also Present:**

Mr. Michael Hopkins  
Ms. Linda Casey  
Mr. Richard Bickford  
Mr. David Totty  
Ms. Julie Brown  
Mr. Robert Watson

The meeting was called to order at 6:09 p.m. with a quorum present.

Mr. Jean moved, second by Ms. Guptel, to approve the minutes of the June 1, 2017 meeting as written. The motion carried unanimously.

*Facilities Update / Summer 2017 Projects*

Mr. Richard Bickford, Facilities Director, reviewed several of the summer projects throughout the district that the Facilities Department will be working on. Meridian is currently working on the fire suppression and fire alarm upgrades at SHS, the project is on target to finish before the start of school. Last year money was budgeted for rubber stair treads at SHS; that project is well underway. The SHS Gym will be repainted through donations of paint from Lowe's and Sherwin Williams. On Monday, county workers will be coming for two weeks, focusing on painting hallways at the high school. Gonic School window replacements have been ordered, timeline is a three week install. Nancy Loud School has had a problem with adult traffic during school, on foot and cars; the crew will be installing a couple short sections of fencing.

MSMS upstairs restroom getting a facelift. RMS – Family Consumer Science classroom is being developed with one of the kitchen areas. Some of the cabinets and sinks that are being removed will be used in other locations within the district. Work is being done to address an acoustical issue in the cafeteria, with new ceiling tiles. Several other projects will be ongoing throughout the summer (see list attached).

*Honeywell Project* – Mr. David Totty, HVAC & Systems Technician provided an update and review of work completed and ongoing related to the Honeywell Energy Project. Computer power management has been deployed in a number of PC's throughout the district; installation of walk-in refrigerators and freezer controls in all units; rooftop equipment at RMS has all been replaced and is up to code; transformer replacement has been completed at RMS and is 75% complete at SHS.

Duct work is being done to ensure climate control in the office areas, CIC Space and nurses' room. Energy efficient hot water heaters have been installed at five schools; new venting in the Kindergarten classroom at Gonic will ensure no issues with low temperatures this school year. The oil tank at Nancy Loud School is going to be removed; lower costs of gas will be great savings. The oil tank is a 1995 install.

Mr. Bickford also indicated that parking lot striping will be started in a few areas. The Buildings & Grounds crew will be doing the work instead of sub-contracting that out. Will be angle parking behind the Middle School. Dave McKenney and guys have been going around working on areas of lawns that have had excessive use. A proposal will be brought to the next meeting for lawn maintenance. A local paver has been given list of areas where patches are needed. When he is in an area paving, he will provide patches at schools.

Ms. Brown asked if there was any way to improve detection at the back of Gonic School; she expressed concerns with vandal's ability to do graffiti with ladders. Mr. Hopkins responded that cameras will be redirected or another one added.

*Update on HVAC*

Mr. Hopkins provided an update regarding HVAC. CTE has begun reaching out to companies for support with CTE programs. Eastern Propane is one of the companies that came forward, they have some great plans to offer courses to students. They are working closely with Dave Totty and Richard Bickford. At this point they do not have any hard drawings, they want to create a living environment (house-frame structure) to get feel for working in the field. Solutions were found that would not be heavily impacted when renovations take place. They are designing floor plan and project for implementation, needs to be approved by planning department.

*Joint Building Committee*

Mr. Hopkins reported that the Mayor appointed six Council Members to serve on the Joint Building Committee. Mr. Lynch will appoint six School Board members to serve on the committee. The first meeting of the Committee has not yet been established; anticipate it will be scheduled before the end of July. The first task for the JBC is to select a construction manager; moving quickly will enable us to go out to bid by February, for significant cost savings. Once the CM is hired, plans can be finalized and we can move forward. If you are interested in serving on the JBC let Mr. Lynch know.

*ADA Update for Maple Street Magnet School*

Mr. Hopkins has been in conversation with the OCR, letter is done but not yet received. Once the letter is received there may be options of how to address ADA Compliance. After receipt of the letter from OCR, the Board has 90 days to make a decision of how we will be moving forward. All details will be reviewed and presented upon receipt of the letter.

*Other - none*

*Public Comment - none*

*Adjournment*

Mr. Jean moved, second by Ms. Guptel, to adjourn the meeting at 6:39 p.m. The motion to adjourn carried unanimously.

Respectfully submitted,

Mrs. Audrey Stevens, Chair

## Summer 2017 Projects

<b>Spaulding High School</b>	Fire suppression upgrades Fire alarm upgrades Rubber stair treads and risers throughout Gym wall painting Gym floor refinishing Sink/cabinet installed in science room Hallway painting--County workers (2 weeks of labor)
<b>Gonic School</b>	Window replacement
<b>Nancy Loud School</b>	New fence in playground Oil Tank removal (part of the Honeywell project)
<b>Maple Street Magnet School</b>	Bathroom facelift second floor – floors, sinks, mirrors
<b>Rochester Middle School</b>	Create classroom space in FCS room Add 2 sinks to room 111 Café ceiling replacement (under review)) Gym floor repair
<b>William Allen School</b>	Teacher’s room sink installation
<b>McClelland</b>	Install glass window between office and lobby Drainage repair
<b>Chamberlain Street School</b>	Install glass window between office and lobby (under review) Drainage repair
<b>District wide</b>	<b>Honeywell Energy Project</b> – transformer replacement, building envelope, DHW Everhot replacement, , new VAV boxes in RMS Admin area. VAV ( <i>variable air volume</i> ) Parking lot striping Lawn restorations Classroom moves Paving repairs: SHS, TECH, WAS, McC, RMS Fibar (mulch under playground equipment) Street/driveway shoulder repairs using reclaimed paving provided by DPW Ongoing general repairs
<b>Maintenance Trainings</b>	Implement new waxing system and floor care procedures. Seminar – Best Practices – Microfiber Cloths and Mopping Tools. Seminar – Asbestos Awareness