

**Rochester School Board  
Building Committee Minutes  
School Department Board Room**

October 5, 2017  
6:00 PM

**DRAFT**

**Members Present:**

Mrs. Audrey Stevens, Chair  
Mr. Thomas J. Jean, Vice-Chair  
Mrs. Jennifer Bryant  
Mr. Paul Lynch

**Members Absent:**

**Also Present:**

Mr. Michael Hopkins  
Mrs. Christiane Allison  
Ms. Julie Brown  
Mr. Matthew Pappas  
Mr. David Totty  
Mr. Raymond Turner  
Mr. Robert Watson  
Guests

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

Mr. Lynch moved, second by Mrs. Bryant, to approve the minutes of the September 7, 2017 meeting as written. The motion carried unanimously.

**Facilities Update** - Mr. David Totty, Facilities Director, pointed out the photos included with the agenda showing some of the summer updates at Spaulding High School. The new stair treads, basketball court/gym floor and painted walls were discussed. SHS Administrations feels that the functionality of the built environment has a positive impact on both students and staff in the building. They are proud to be in this building. Mr. Totty thanked the Committee for having the foresight to begin these projects and for letting him see them through to completion.

District paper towels - Past practice had paper towel rolls being changed when they were getting low, not when they ran out since daytime custodians could be overwhelmed trying to fill rolls throughout buildings during school hours. However, after making the adjustment to change when they ran out, the following savings have been seen: 2015- \$39,000, 2016-\$30,000, 2017- on target for \$30,000. A \$9,000 savings on paper towels. Thank you Harry Proulx.

Honeywell Phase III project is wrapping up. This project looks at usage on desktop computers and the program will shut down computer when it is not in use. It has saved \$7,000 so far.

Safety Data Sheets (SDS) will soon be online. They will be available to first responders so they can see what chemicals are in the building. If a teacher or a parent has a concern about a chemical in the building they will have access to see all that we use.

Wireless service was expanded in the high school by adding 45 thousand feet of cable. Diamond Electric worked this project. The high school has much better wireless coverage now.

Mr. Totty discussed Facilities Department work orders. At the beginning of this school year there were 275 open work orders. District staff is using this process as they understand that if they put in a work order something will get worked on and fixed. Currently, there are 195 open work orders and the department is striving to reduce that number to 80-120 orders open at a time. Mr. Lynch requested to have the work order numbers included in the monthly update as it is a measureable item.

**CTE Renovation Project Update** - Mr. Hopkins noted that at the last meeting, the Committee reviewed options for changes to the front facade. Feedback was collected and many ideas went back to Lavallee/Brensinger Architects. Several of the large CTE programs have decided not to relocate their spaces. HVAC and Machine Tools have decided they are exactly where they should be in the building.

Mr. Lynch moved, second by Mr. Jean, to adjourn the meeting at 6:25 p.m. The motion to adjourn carried unanimously.

Respectfully submitted,

Mrs. Audrey Stevens, Chair