Planning Session

November 21, 2017
7:00 p.m.
SHS Portable 1

MINUTES

Present:
Mr. Bernard Campbell, Chairman
Dr. Patricia Corbett, Vice Chairman
Mr. Michael Carney, Jr., Secretary
Mrs. Pamela Berry, Member
Mr. Peter Morgan, Member

Also Present:
Dr. Michael Delahanty, Ed.D., Superintendent
Mrs. Maura Palmer, Assistant Superintendent, Curriculum and Instruction
Mrs. Deborah Payne, Assistant Superintendent for Business Operations
Mrs. Diana Darnstaedt, Director of Finance

Mr. Campbell called the meeting to order at 7:00 p.m.

AGENDA

I. Salem High School Construction Project

Mr. Campbell introduced Dr. Delahanty who reviewed the issues with the masonry brick and windows affecting both the south side of A Wing and along the north and south sides of B Wing. Dr. Delahanty briefly discussed that the funds needed exceed the monies in the Project Fund and that suggestions for finding this funding will be discussed later. Dr. Delahanty referenced documents which the Board was provided which included the report from RJ Kenny Associates, a contingency budget report, as well as images provided by Jay Doherty of Lavallee Brensinger.

Dr. Delahanty then introduced Mr. Marc Lehoullier, the owner’s Project Manager. Mr. Lehoullier provided background information regarding these issues, how they were discovered, and then reviewed the proposed resolution and the costs the District will incur. Mr. Lehoullier further described to the Board the proposal for A Wing, and unlike A Wing, explained the EIFS System proposal for B Wing. Dr. Delahanty then reviewed the breakdown of costs given in the packet to the Board and explained that changes are due to an increase in the costs of the windows from $235,000 to $475,000 which changes the bottom line deficit. Mr. Lehoullier, in response to questions by Mr. Morgan and Mrs. Berry, explained that he did not believe the replacement of windows 15 years ago was the cause of some of the corrosion issues nor would this corrosion have been noticed at that time. Mr. Carney asked how certain he was that this proposal would cover all the issues and that sufficient investigations have been done to insure that no further issues would be discovered. Mr. Lehoullier explained that he feels they have completed sufficient investigations and feels confident that they are aware of the issues but could not say with 100% certainty.
Mr. Campbell asked Mr. Lehoulleir to elaborate on the steel retrofit plan. Mr. Lehoulleir described the plan and explained that there are funds allocated in the contingency budget, but agreed that because of further requests received today for sample openings, he is not certain that the contingency amount, as of today, is going to cover all expenses. Steps to be taken to avoid these issues when considering Woodbury School renovation proposals were discussed. Dr. Delahantry explained that a facilities audit was done in 2011 by H.L. Turner, and that audit did not consist of any invasive work. He also stated that this would be the time to consider adding more invasive investigative work when discussing Woodbury School renovations.

Mr. Campbell asked about the long term effect of not discovering the corrosion and not replacing all of the windows. Dr. Delahantry and Mr. Lehoulleir both agreed that finding these issues at this time was crucial to the success of the project. There was further discussion with Mr. Carney, Mr. Campbell, and Mr. Lehoulleir as to the next steps based on the new request for sample openings. Mr. Carney expressed his concern that there would still be construction work going on when classes resume the in fall of 2018 and asked what steps are available to avoid that. Mrs. Berry agreed to move ahead with the recommendation, but asks that the Board review this work very carefully when discussing the construction updates given at each Board meeting. Mr. Campbell asked if any Board members had any reservations in regards to the recommendations on page four from RJ Kenny, and being none, the District will move ahead with those recommendations. Dr. Delahantry summarized by saying that until this issue, the project was on track financially, but these issues must be dealt with.

II. Contingency Fund
Dr. Delahantry reviewed the change in the contingency budget report due to the windows; a change from $235,000 to $475,000. The Board had approved adding $550,000 to the 450 line in 2018-2019 budget proposal to cover some of these additional costs. There are also funds in the Contingency Fund the Board set aside for emergency purposes in 2015. This fund currently has $580,000 and Dr. Delahantry recommended withdrawing $500,000. The process to follow in order to obtain these funds is explained under RSA 198:4-b, II and RSA 32:11, and includes the Board’s approval, followed by a request to be presented to the Municipal Budget Committee and obtaining the signature of the Chair after its approval. The next step would be to bring this request to the Department of Education for the Commissioner of Education’s approval. Dr. Delahantry informed the Board of available funds through the DOE that he was made aware of which could be used for life safety issues for schools and school districts. The District submitted a request for funds that would be used for life safety issues. The request was submitted within the time limits to be reviewed in December and the District should know if the funds totaling approximately $300,000 would be awarded to Salem. In addition, there are funds in this year’s operating budget for a track that could also be used to cover costs for the high school.

Mr. Carney made a motion, seconded by Dr. Corbett, that the Board authorize the requested expenditure of $500,000 from the District Retained Unassigned General Fund Balance allowed by RSA 198:4-b, II and approve the letter drafted by the Superintendent to the Commissioner of the Department of Education.

Motion carried 5-0

III. Other - None

Motion to adjourn the meeting made by Dr. Corbett, seconded by Mr. Morgan

Motion carried 5-0
Meeting adjourned at 8:17 p.m.

Lucille Ramsey

Recording Secretary, Salem School Board
November 21, 2017