

**Hampton Falls School Board Meeting  
July 8, 2010**

**School Board Members present:** E. Christo: Chair, R. Moyer Ratigan: Vice-chair, T. Baker, J. Stevens and W. Skoglund.

**Administration present:** M. DeBlois: Principal.

1. **Call to Order** – E. Christo called the meeting to order at 6:02p.m.

The Board officially welcomed Principal Mark DeBlois to his first School Board meeting and to LAS.

**2. Reports**

- a. **Superintendent** – Superintendent Sullivan is on vacation and Nancy Tuttle: Finance Assistant is available for any questions.
- b. **Principal**
  - Principal DeBlois reported that during his first week of school, he has been acclimating and familiarizing himself with the LAS culture, connecting with staff, parents, and students, building schedules, and exploring issues to address. The community has been helpful and eager to make the transition easier as he assimilates to the area. He assured the Board that he is feeling comfortable and confident and plans to present future written reports on staff, students and facility issues as needed.
  - Current student membership – 267
- c. **Financial** – not discussed.

**3. Minutes**

**Motion:** W. Skoglund moved to accept the June 3, 2010 regular meeting minutes as written. Seconded by T. Baker. Motion passed 5-0.

**Motion:** T. Baker moved to accept the June 24, 2010 Special Meeting/Retreat minutes/Non-public minutes as written. Seconded by R. Moyer Ratigan. Motion passed 4-0-1. (W. Skoglund abstained.)

**5. New Business (Out of order)**

- a. **Audit questionnaire** - All members of the Board answered the Audit questionnaire during the meeting. The audit is August 2, 2010.
- b. **Adopt 2010-2011 Board Goals** which include:
  1. Facilities: Action to resolve issues such as:
    - Kensington Road property
    - School/space issues
    - Capital Improvement Plan
  2. Systematic analysis of all programs in relation to student needs and growth.
  3. Conduct a School Board agenda audit and administration process.

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**Motion:** J. Stevens moved to adopt the 2010-2011 Board Goals as written. Seconded by W. Skoglund. Motion passed 5-0.

c. **Newsletter** (added during the meeting by the Board)

Lori Ruest: Assistant Town Administrator informed the Board that the cost for the LAS section of the Town Newsletter is \$1,200 and that an agreement would need the Board signature. Extra costs are necessary for any additional pages added to the newsletter.

6. **Personnel** – Discussion held during the non-public meeting.

4. **Continuing Business** (Out of order)

a. **Facilities Committee Report** – Steve Carlson, Christine Nelson and Alan Lajoie presented a slide based update to the Board. This update focused on the roof portion, methodology activities to date and the subcommittee activity update as well as the next steps summary. The presentation was broken up in three separate task lines:

- Methodology – information gathering tours, interviews, discussion and analysis of available input, the breakout of tasks into three sub groups.
- Merrill Property infrastructure.
- Roof groups.

**Roof Groups**

Group activity - An initial report for the roof infrastructure.

- A roof detailed analysis and on-site inspection of all roof and related surfaces is complete with the focus on the extension of useful service life at minimal cost.
- Budget estimates and timelines are being compiled for each section.
- Prioritization of activities – last year the completion of some seam rehab took place in order to establish the service life for the immediate period.
- Different roofs have different shingles on it because the roofs completion occurred at different times. Seams and flashings are not in good condition. Part of seam rehab.
- The current cycle is to establish action and sequence to secure new term and intermediate term service life and long-term projection for budget planning purposes.

**Aerial shots of the different roofs installed in 1967, 1974, and 1987.**

- **1974 Roof**, which includes the gymnasium/cafeteria and kitchen area, is covered with 2' polyiso foam, tecturn deck with a shingled look. It is approximately 20 years old with some seam rehab, which is below the current standards. Approximate current R-value is 14. Recommendation - With additional seam repair, the roof can be extended to 5-7 years of additional service life.

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- **1987 Roof**, which includes the middle school/office area, is covered with ½" fiberboard plywood deck R-value is 4. There is minor seam peel, but the big issue is the ridge vent with a pitch of 3/12. There is plenty of opportunity for wind-blown rain to get into the spaces. Recommendation is to do seam repair, and to convert the ridge vents to gable end vents, extending up to 5-7 years of additional service life to the roof.
- **Three tab asphalt shingles decking** – other parts of the roof are aged, but intact. Approximately 1% of some shingles is broken and cracked which includes the elementary wing. Recommendation is to plan for shingle replacement in about 3 years. The decking material previously used is probably not the material used today.
- **The water leak in the kitchen area** – strongly suspect that the leak is along the edge of the bricking. Recommend a cladded facing, in keeping with the appearance of the area above entrance (white area). It would be metal which would look like wood, with no recommendation to use wood.

**Roofing Summary**

- These recommendations can extend the service life of all roof surfaces.
- Current water issues can be mitigated and fixed with several minor repairs
- The Board should plan a roof maintenance budget for non-shingled roof area to be up to \$50,000 for over 5-7 yrs. (7-10K/yr).
- Shingled areas need to have budget plan for replacement in approximately 3 yrs at approximately \$4.50/ sq ft.
- The cost of the total roof replacement is over \$400,000 if done all at once, to restore the roofs to the current code. This would not include the shingles.
- A series of roof pictures are available for the Board to review.
- The committee is preparing a technical assessment with drawings and analysis for the Board to review.

The Board expressed their thanks and gratitude to the Facilities Committee for the concise report, drawings and independent roof assessment.

**Subgroup status infrastructure** (Only includes the Non-Merrill Property)

- **A detailed analysis and on-site inspection** of all identified areas for maintenance/repair/utility. For each project, every object compared against the other in order to look for certain positive areas, negative areas or neutral areas to establish a trend.
- **Budget estimates and timelines** conjoint analysis used to rank the projects and compare each section by cost to accomplish prioritization/activity buckets. The projects were segmented into priority buckets. Small buckets included objects under \$5,000, medium buckets included objects approximately \$5,000 and larger buckets included objects costing over \$5,000.

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**Infrastructure status** (slide presentation)

- Nearly complete with budgetary compilation.
- Final segmentation in process.
- Team recommends a permanent CIP budget be included in the annual budget to address ongoing maintenance projects.
- Separate and focus on as-needed projects and priority-list. Discretion would be given to local team (Alan Lajoie) on timing and sequence.
- Asbestos report on the house is approximately 70 sq feet. Alan can do the job himself in small increments at a time.

**Subgroup Status – Merrill** (slide presentation)

- Multiple on site tours, meetings and possibilities investigated – baseline is to secure second access and room for expansion if needed.
- Focus is on providing a comprehensive list of options, with pros/cons to the Board – do nothing, Sale of portions of remaining property and preservation of existing structures. The historical society perspective is priority on house.

**Next steps and timeline** (slide presentation)

- Complete final reports in roof and infrastructure.
- Complete discovery and analysis of options on Merrill property. – Introduce the Work-force Housing Coalition Executive Director and Lead Architect – Lisa Henderson, complete commercial developer survey, Carol Cord proposal, barn preservation.
- Reports to be completed in 30-45 days.

**Carol Cord** – Options to rehab old houses.

- The barn foundation is deteriorating and of no interest to her. Her proposal is to buy the property along with 3-4 acres of land, rehab the house and then sell the property. The price of the house would have to be set extremely low for her to invest and rehab the house.
- A second proposal providing details of the cost function and marketing, would be to provide what it takes to rehab the house, but does not buy the property. Then after the house has been rehabbed, sell the house and split the profits with LAS. She is estimating that her costs would be approximately \$150,000, and the house could sell for \$700,000 and the property possibly be used for office/business.
- She is willing to put together a formal proposal, but only agrees if the end-result is to sell the house.
- The Board agreed that this information would be brought up with the town first.

**Labor Force Housing/Elderly housing**

- How many units placed on the property depends on the wetlands.

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- A new road would have to be carved through the property for access to the housing.
- The house and barn do not meet any wetlands compliances.

**The Merrill Barn**

- David French investigated various efforts for preserving barns in this region. Barn experts assessed that the Merrill barn is not original to Hampton Falls but was relocated and re-assembled here in Hampton Falls.
- Peter Matthews, a barn and house re-locator can pick up and move the Merrill Property to another location costing approximately \$30,000.
- Carol Cord is not interested in the barn.
- The Labor force has agreed to utilize the barn providing that it be accompanied with a new foundation, which would cost LAS approximately \$30,000.
- Another alternative is to sell the barn wood for home paneling /decorations.
- Sell; disassemble/reassemble the barn in a historically built town.
- A warrant article would need to be written

**Board Inquiry** - What would the consequences of doing nothing with the Merrill project be?

- Currently, mold, mildew, water damage, and the barn door is falling apart.
- The Facilities Committee will take this as an action and will produce pictures showing a time sequence of what is happening with the house.

The Board thanked S. Carlson, C. Nelson and other Facilities Committee members who volunteered their time on this report.

The Facilities Committee expressed their appreciation and dedicated overtime to A. Lajoie who attended every meeting.

7. **Policy**- The Board agreed to table Student Transportation Services – EEA and EEA-R until the August, 2010 meeting.

**Motion:** W. Skoglund moved to adopt DJC – Bidding Procedures for First Reading and open up for discussion. Seconded by T. Baker. Motion passed 5-0.

8. **Public Comment on Agenda** - Comments, discussions and questions discussed were class size and population, The Principal and Superintendent written reports will be available for meetings, SAU 21 Business Administration is being and has been conducted all year by Nancy Tuttle and Paula Cushman, and Bidding information is available at the SAU21 office. Welcome to Mark DeBlois as incoming Principal.

9. **Voting on Agenda Items** – Not needed.

10. **Signing of the Manifest** – The Board members present signed the manifest.

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**Motion:** W. Skoglund moved to move into non-public session under RSA 91-A: 3 11(c) at 8:01 p.m. Seconded by T. Baker. Roll call vote. E. Christo says yes, R. Moyer Ratigan says yes, T. Baker says yes, J. Stevens says yes and W. Skoglund says yes. Motion passed 5-0.

Respectfully submitted,

Maureen Hastings

School Clerk