

**Joint Building Committee Meeting  
SAU 56 Conference Room**

**October 19<sup>th</sup>, 2015**

**4:30 pm**

**1. Introductions and Updates:** Supt. Mosca opened the meeting at 4:30pm. Thank you for being here to start an amazing journey for the next 9-12 months. She stated that for the meeting tonight we will do introductions and updates and then we need to elect a chair and co-chair and then schedule some future meeting dates. She stated that for future meetings she would suggest we move them to the upstairs CTC conference room because it is a bigger room. The following members were present: Jeni Mosca-Superintendent of Schools, Andy Lucier, Joe Campbell-North Branch Construction, Marie D'Agostino-Business Administrator, Scott Smith- City Finance Director, Katie Krauss-Recording Secretary, Katelyn Carrington- Dean of School Operations/CTC, Lori Lane- Director of Curriculum, Technology and Assessment, Chris Salomon-Banwell Architects, Ingrid Nichols- Banwell Architects, Marty Dumont- City Councilor and JBC Member, Denis Messier-City Councilor and JBC Member, Ken Bolduc- School Board and JBC Member and Bob Gibson-School Board and JBC Member. Supt. Mosca stated that Scott is here tonight as he had a question on the bond anticipation note on the district side of the funding. Scott Smith stated that it is up in the air if bond council is going to have a fall sale so we may be looking at a bond anticipation note. Messier asked if we expect to use funds between now and the fall sale. Supt. Mosca stated that we already have a bill. She stated that the issue is that Don Austin and I signed the memorandum of understanding with the DOE and it needs to be signed by the capital budget committee and once they meet and approve the plan and our MOU we can start allocating state funds. She stated that the bills will get submitted to us and we will pay them and thirty days later we will get reimbursement from the state. Bolduc asked if the money has not been approved yet. Supt. Mosca stated that it is approved it is just a formality but we can't draw off of it until they meet. Smith stated that it is his understanding that 75% of the funding the state pays but his question is, is the money cost sharing or is it 75% from the state first and then we get to the city side. Supt. Mosca stated that say the total was \$100 and we submit a bill for \$15 they deduct that off and we would have \$85 left. She stated that they did not say that they would only pay 75% of the bill. Smith stated that they will pay the 75% first and then it would be on the bond issue with the district. Messier asked if we will go through a bank or the bond bank for the BAN. Smith stated that the bond bank will solicit the funds. Messier stated so the city will be on the hook for 25%. Supt. Mosca stated that the total budget for the project is \$6.5 million and North Branch and Banwell are well aware of that. The city portion will be 1,625,000. Gibson stated that we don't have to worry about the bonding because the state will pay up front and asked when those funds will be available. Supt. Mosca stated that when the capital budget committee meets they will be available. The issue is that they are not in session right now but we are hoping to light a fire so that they meet. Bolduc stated that is there a timeframe for them to make decisions or do they have a regular meeting or special meeting schedule. Supt. Mosca stated that she doesn't know, the problem is the legislature is not in session but she hopes that they know we are waiting and we just need their stamp of approval. Bolduc stated that these people are doing the work and they need money to do that. He asked if we are going to go for the BAN now. Smith stated that we will sit tight and wait until the state meets. Supt. Mosca stated that she has spoken to Ingrid and as soon as we get the green light we will pay and get our reimbursement. She stated that she will give a brief overview of what has happened to date.

- **Spring 2015- Council agrees and supports the bond of the CTC renovation**
- **Spring 2015- The School Board hired Banwell to complete the conceptual design**
- **Spring 2015- CTC Director worked with staff and renovation committee and the DOE to review programs.**
- **Fall 2015- Conceptual Design is complete. School Board hired North Branch as Construction**

## **Manager and Banwell for Phase II.**

- **Fall 2015- CTC Director , Program advisories, DOE and Banwell work on program approval**

Supt. Mosca stated that this has been ongoing for two years to get to where we are today and we wanted to make sure that our I's were dotted and our T's were crossed. Messier stated that two years ago you looked at programming and facilities and then it was given to Banwell to go to phase II. Supt. Mosca stated that they looked at what is important in the market and they visited other centers and looked at what they did with the spaces and met with businesses and looked at the labor market. She stated that they met with Great Bay Community College to help match up the programs because we need an agreement with a community college to create a pathway. Messier stated that is this just an enhanced remodeling job. Supt. Mosca stated that we are not demolishing. Salomon stated that we are not adding any square footage. Gibson stated that by the timeline it looks like next that the design engineers will be selected, have those not been done yet. Nichols stated that they are partially done, we are soliciting proposals from civil engineers for you to review. Gibson asked about the state board of education review. Supt. Mosca stated that they are going to be an ongoing piece and they will be inviting them to all the JBC meetings. Lori and I met with them a month ago and they are very confident about what we are doing so far.

- 2. Election of Chairperson:** A motion made by Marty Dumont seconded by Bob Gibson to nominate Ken Bolduc as Chairperson of the JBC. VOTE: motion passed, unanimously. Bolduc stated that he will need a lot of help but it will be exciting. He stated that he will keep everyone informed as we make decisions.
- 3. Election of Co-Chair Person:** A motion made by Marty Dumont seconded by Bob Gibson to nominate Denis Messier as Co-Chair of the JBC. VOTE: motion passed, unanimously.
- 4. Legislative Update/Review of RSA 199:3:** Supt. Mosca handed out the RSA pertaining to the JBC and their duties if anyone has any questions. Gibson stated that if there are only four voting members what happens in the case of a tie. Supt. Mosca stated that her guess is that if it is a tie it doesn't pass. Messier stated that the major decisions have been made such as the Architect and Construction Manager so he doesn't see that as a problem. Bolduc stated that as plans go along the information has to be fed to us such as flooring, paint and wall finishing's and it all has to pass through everyone. It shouldn't be a decision made outside this board. He stated that as the plans go along Banwell will be showing us different things and he hopes to gather information and get it out to everyone so there are no surprises.
- 5. Future Meeting Dates and Times:** Gibson stated that he feels that it is easier to cancel a meeting versus schedule a meeting and he needs at least two weeks' notice. He would rather set them up and then cancel if we don't need them. Messier stated that the 4<sup>th</sup> and the 9<sup>th</sup> of November don't work for me. Bolduc stated that we need to decide how frequently we want to meet and he was looking at every couple of weeks. Messier stated that if you look at the timeline that Banwell put together the crucial time is the final construction documents and the architects will say to Ken when we need to meet to make decisions. Nichols stated that every two weeks November, December, and January and then we can drop off. The following meetings were scheduled starting at 4:00pm at the CTC Conference room:
  - **November 2<sup>nd</sup>**
  - **November 16<sup>th</sup>**
  - **December 14<sup>th</sup>**
  - **January 11<sup>th</sup>**
  - **February 18<sup>th</sup>**

Nichols stated that once the construction starts we will go to biweekly and then weekly meetings. Bolduc stated that we have meetings through January and we will wait until February to schedule the rest of the meetings.

- 6. Other:** Supt. Mosca stated that the next steps are that Ken and I will work on the agenda and they will expect information from Chris and Ingrid. She stated that Ken and I will talk about the JBC update at the

school board meetings. She stated that everyone has the updated version of where we are with the conceptual design. Bolduc asked if they see anything change from what they have here. Nichols stated just more detail. Bolduc stated that you will bring us up to date at the biweekly meetings. Nichols stated yes. Messier asked why the broadcasting isn't near the theatre. Nichols stated that it overlooks it, the next meeting they will bring a 3D and show you. Dumont stated that being new he was reading the minutes and with the vision by the feds for the CTC that has all been taken into consideration and we will be following the new guidelines versus the old CTC guidelines. Supt. Mosca stated that we are moving from vocational education to Career and Technical Education. She stated that the shift happened in 2006 with Perkins 3 and the shift was moving away from vocational centers to CTC so the kids will be college and career ready to have the skills to enter college. She stated that shift was with the dual enrollment and participation with a community college. She stated that all programs have to have a place where kids can move on once completed. Bolduc stated that when you say college, I think about a four year college. Lane stated that it can be any post-secondary or certificate. Bolduc stated that we should have a different way of saying it so people understand when we say college we don't mean a four year college and that we are not expecting every student to go to a four year college and that there are other places. Lampros stated that the term is ready to do that it doesn't mean you have to. Bolduc stated that people in the business understand that but people on the outside the language we use doesn't fit the people we are talking to. Dumont asked what the final capacity will be of the number of students. Salomon stated that the capacity is 350 students with a starting enrollment of 270.

**7. Adjournment:** A motion made by Dumont seconded by Gibson to adjourn. VOTE: motion passed, unanimously. Meeting adjourned at 5:30.

Katie Krauss  
JBC Recording Secretary

Pending Board Approval