

Building and Facilities Committee
Minutes of 3-5-20
SAU Office; 2:00 p.m.

Members Present: Bowers, Beasley, Lewis, Cross, Cannon, Bianchi,
Sherman, Cardillo,

Absent: Hogle

Guest: Winfried Feneberg, Superintendent, SAU

The meeting was called to order at 2:00 p.m.

1. *Approval of Minutes*

The minutes of the previous meeting of February 20, 2020 were reviewed by the Committee and were then approved unanimously.

2. *Reports*

The Police Station Subcommittee reported that they continued to gather information and data with Dennis Mires, and have established a proposed schedule for moving forward with the process (attached).

The Chair reported that he had presented the Third Report to the Selectmen, and that Mr. Beasley attended on behalf of the Subcommittee. The only question the Selectmen had was the timetable for working with the architect. He noted that he had sent this Third Report to the Committee earlier, and had received no requests for changes. He then called for a vote to ratify the Third Report, and it was moved by Mr. Bianchi, seconded by Beasley, and unanimously,

VOTED: To ratify the Third Report to the Selectmen, presented at their meeting on March 2, 2020.

The Chair reported that he had obtained the job description for the building facilities manager for the Town of Sunapee, and for the SAU building facilities manager. He has passed both along to Mr. Cross, since the Chair will be out of state from March 24 to May 8. He also reported that he had reviewed and sent to the Committee the written report and police station video prepared by the Building Facilities Committee of the Town of Belmont, which did a review of all town buildings in Belmont. This review took place over a period of two years, and

made recommendations for a Town Warrant Article on the March, 2020 Warrant in Belmont. This information is meant to be helpful to the Committee, and perhaps instructive on several points, and is available at www.belmont.gov.

3. *Discussion of SAU space for Rec. Dept.*

The Chair thanked Mr. Feneberg, Superintendent for the SAU, for meeting with the Committee and hosting it at the SAU. He explained to the Committee that he and Supt. Feneberg had discussed the possibility of using available space in the SAU building for purposes of housing the Rec. Dept. Mr. Feneberg stated that he was happy to discuss this issue, but made clear that he did not speak for the School Board. He noted that there were a few issues that would have to be addressed and considered if the Committee had a continuing interest in the subject, but that if those were worked through and addressed, and the Committee decided to pursue a more specific proposal, he would be glad to bring it before the Board, who he felt would be open to discussions on the topic.

That said, he indicated that there was the possibility of the space formerly occupied by the middle school library being available. That space is approximately 1700 sq. ft. Among the issues that should be addressed are that the Town would need to construct a separate entrance; the Town would need to cover any costs of renovation; clear guidelines would need to be established on the use of the space to ensure that school administrative functions and personnel were not disrupted; any use of the fields, and possibly the old gymnasium, currently leased to the Outing Club, would need to be coordinated with the SAU and the Outing Club, and scheduled to avoid conflicts; and there would need to be a formal lease, including an appropriate rental amount agreed to by the parties, for a period of time acceptable to both. There would, most probably, also be other areas of concern that would need to be addressed as the parties went through discussions and the process of reaching any agreement. He did note that the elementary school had seen a jump in attendance the past year, and the SAU would need to keep open the possibility that additional space for students would be needed at some point, which might impact the space being considered in this discussion. The SAU would also want a contact person who could quickly address any issues that might arise during any lease.

There was general discussion on the compatibility of the space available for the functions of the Rec. Dept., with some areas noted where there could be problems that would need to be addressed, such as moving between the SAU building and Whipple Hall for activities carried on there, and access to the skates currently kept at the Buker building. Mr. Beasley reported that in connection with the police department review by the Subcommittee, they had requested an “inventory” of programs at Whipple Hall, including the nature of the activities held there and the days and times of those activities. This would allow the Subcommittee to better assess the possible use of Whipple Hall for police department purposes, if that were an avenue that merited further consideration by the Subcommittee. It was also noted that the Committee should have a better idea of the programs needing space at the SAU, if this is pursued, and the allocation of participants in those programs between residents and non-residents. This will help in assessing the situation with the School Board, as well as being an indication of the space needs.

The Chair reported that the total square feet of space for the three rooms currently utilized by the Rec. Dept. for administration and activities (other than Whipple Hall), based on the Harriman floor plan, is 721 sq. ft. (with a total of 1275 sq. ft., if the hallway, including the kitchenette area and vestibule, bathroom, storage area next to the kitchenette, and the skate storage room are included). The Belmont Report, referred to above, notes that the Town of Belmont has a population of 7,300 (2016 OEP Est – from Town website), and has proposed 1200 square feet for the Parks and Recreation Department (Belmont Report, November, 2019, p. 15, second bullet point). (That Report has also proposed a new police department building of 7500 sq. ft.)

The general sense of the Committee was that it was well worth pursuing this possibility with the SAU, in part because of the closeness of the space to a substantial portion of the Rec. Dept.’s clientele (the elementary school); the potential for use of the athletic field abutting the property; the potential for use of the gym; the parking space that would be available at the back of the building (to be developed by the SAU in conjunction with its renovations to provide meeting rooms/areas in the former middle school lunch room); the more efficient

space allocation for Rec. Dept. functions than in its current location; and the reduction in safety and traffic congestion concerns currently experienced at the Buker building.

The Chair noted that another possibility would be to consider the McEnrue property abutting the Buker building for use by the Rec. Dept., giving the Town the potential to develop that property for other uses as well. The Committee felt this was premature, and discussions should be continued on the possible use of the SAU space; and discussion on the McEnrue property or other possibilities should be deferred.

4. *Discussion of building inspector*

Further discussion of the building inspector issue was deferred to future meetings.

5. *Other items to come before the Committee*

- a. None.

6. *Action Items.*

- a. The Chair to contact Scott Blewitt, Director, Rec. Dept., to request data on program usage and allocation between residents and non-residents as to the use of those programs.

The next meeting is at the Department of Public Works. Notice will be sent when it is scheduled.

The meeting adjourned by unanimous consent at 3:20 p.m.

Respectfully submitted,
Robert Bowers, Chair

ATTACHMENT

Architect schedule

2-14 - Project begins

3-20 - Initial facts gathered

4-30 - Options established

6-30 - Final study presentation

7-24 - Final completed plan - incorporating input from BOS