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LITCHFIELD SCHOOL BOARD - SCHOOL ADMINISTRATIVE UNIT NO. 27

Litchfield, New Hampshire 03052

APPROVED MINUTES

June 30, 2008

(approved as written 7-30-08)

Present:

Mr. Dennis Miller, Chair
Mrs. Cindy Couture, Vice Chair
Mr. Ralph Boehm, Board Member
Mrs. Pat Jewett, Board Member
Mrs. Dot Beauregard, Board Member
Mr. Steve Martin, Business Administrator
Mr. Martin Schlichter, Principal, GMS
Mrs. Michele E. Flynn, Secretary

1) Public Session – Call to Order - Pledge of Allegiance

Mr. Miller called the meeting to order at 12:08 p.m. Mr. Miller revised the agenda to add Community Input before Item 3.

2) Community Input

There was no community input.

3) Discussion for the Implementation and Approval of the Recommendations of the GMS Fire Code Safety Review

Mr. Martin presented quotes for the recommendations made by Chief Scofield of the Litchfield Fire Department based on the GMS Fire Code Safety Review presented to Board members at a special meeting on June 27.

Recommendation to upgrade the GMS fire safety system: \$94,030

Mr. Martin explained that he obtained a quote from Simplex/Grinnell to upgrade the fire safety system at GMS, which will include a new control panel, access panel, pull stations, smoke detectors, and audio/visual alarms. The installation and testing of the safety system will require approximately six weeks and may not be fully operational on opening day.

Recommendation for construction/electrical work in relation to the life safety code, egresses, and fire doors: \$131,278

Mr. Martin explained that he obtained a quote from P.M. MacKay, which will include extending the smoke barriers to the roof deck, installing a corridor near Room 5 with an emergency egress that will exit to a bridge over the swale, installing two new sets of fire doors and two new fire exits in the gym (which has been corrected to reflect that only one new fire exit is required), replacing the exit door in Room 16 (existing door is stuck and has no panic bar), replace screen door in kitchen with sliding screen door, installing illuminated exit signs and an additional circuit panel.

Recommendation to lease a double-wide portable for 36 months with site work (including utilities set up): \$68,425

Mr. Martin explained that he received a quote from Schiavi Leasing for the lease of a 28 x 68 portable for 36 months and includes utilities set up and site work costs. An additional \$20,000 was included for set up costs and to extend the existing playground paving to include jersey barriers for the portable and fencing for the propane tank. Delivery would be mid-August at the earliest.

Recommendation of leasing storage space: \$3,771

Mr. Martin explained that there is one POD currently at GMS and two additional POD's would be necessary. The cost includes the delivery and rental of three POD's for one year.

Recommendation to reduce electrical load for safety: \$27,013.55

Mr. Martin explained that Mr. Ballou received a quote from Dell Computers for 13 laptop computers, including 13 extra batteries, and 14 flat panel monitors to help reduce the electrical load of existing outdated equipment at GMS.

Total of all recommendations: \$324,517.55

Mrs. Jewett left the meeting at 12:48 p.m.

Board members queried the amount of the year-end fund balance. Mr. Martin reported that as of this morning (June 30, 2008) there is an under spend of the budget of \$500,000 after the exclusion of federal funds.

Mr. Boehm made a motion to encumber FY08 year-end funds in the amount of \$94,030 for upgrades to the fire safety system at GMS. Mrs. Beauregard seconded. The motion carried 4-0-0.

Mr. Boehm made a motion to encumber FY08 year-end funds in the amount of \$131,278 for construction and electrical work related to the life safety code, egresses, and replacement of fire doors at GMS. Mrs. Beauregard seconded. The motion carried 4-0-0.

Mrs. Couture made a motion to encumber FY08 year-end funds in the amount of \$68,425 for a 36 month lease of a double-wide portable, including site work and setup costs at GMS. Mrs. Beauregard seconded. The motion carried 4-0-0.

Mrs. Couture made a motion to encumber FY08 year-end funds in the amount of \$3,771 for a one year lease of three POD's for storage at GMS. Mrs. Beauregard seconded. The motion carried 4-0-0.

Mrs. Couture made a motion to encumber FY08 year-end funds in the amount of \$27,013.55 for the purchase of 13 laptops, 14 flat panel monitors, and 13 extra batteries for faculty at GMS. Mr. Boehm seconded. The motion carried 4-0-0.

4) Manifest

The manifest was circulated and signed by the Board.

5) Adjourn

Mr. Boehm made a motion to adjourn at 12:48 p.m. Mrs. Beauregard seconded. The motion carried 5-0-0.

Respectfully submitted,

Michele E. Flynn
School Board Secretary