

HES Building Improvement Committee

Date: August 2, 2016

Present: Joe Boggio, Steve Fecto, Jim O'Malley, April Anderson, Kaylah Hemlow, Deb Carrier, Shawn Lee, Wayne Woolridge, Courtney Hodge, James MacDonell, Sean Leary, Tom O'Connor, Kathy Bean

1. **Call to Order.** Meeting was called to order 6:02
2. **Approval of Minutes:** July 19th— The minutes stated we had nine architect firms who attended the meeting, we should list who those architects were. Mr. Boggio said he could provide an attachment. July 20th – Kaylah Hemlow should not be listed under attending. Correct spelling for Mr. MacDonell. Mr. O'Malley thought we should add the last name for Holly (Kennedy) in item three and again in item 6. We should also add Congressman for Mr. Abbott and Senator for Molly Kelly. Motions were made and approved for both minutes.
3. **Review of the Scoring System:** Mr. Boggio presented scoring sheets. Mr. O'Malley asked if anyone would like to speak to how this should work. Mr. Woolridge said one of the ways to approach this is to use the 1-5 scoring. As each member goes through the packets they should prioritize by ranking the firms. When we get together each member should present their top three picks since there are nine. He suggested as members read through a packet if they know they have three or more stronger candidates pass on it instead of reading it all. Bring the best three to the meeting and they will then rank them as a group. If too many are close in ranking the committee will vote for ranking. It is up to Mr. O'Malley as chairman but this is the most common way he has seen. Mr. O'Malley was Ok with this. When the group meets they can go into more detail on any proposal if needed. April Anderson asked for clarification on if they were allowed to contact references since they were listed. Mr. O'Malley stated that would be for later. Mr. Lee commented that there should be one person to do this so multiple people were not contacting any one reference. Mr. Boggio asked for confirmation that for the meeting on Thursday each member is to bring their top three picks. Courtney Hodge asked do they just pick three and throw the rest out. Mr. O'Malley said three is suggested but if anyone feels there are more that are close together bring them. Shawn Lee asked if when the packets were opened would we be throwing out ones that did not provide the copies requested. Wayne said yes they all got the same instructions. He also mentioned we had more responses than we did for the previous 13 million dollar project.
4. **Other.** Kaylah asked if the school board meeting was the 8th. Yes at 6:00 pm. Mr. Leary said this is the school board vote we need to be able to continue.

Kaylah Hemlow presented the letter that Sean Leary has set up to send to state representatives etc.

Comments:

2nd paragraph, 2nd sentence suspending needs to be changed to suspended and By should not be capitalized.

Mr. Boggio thought we should not say the fire code change was the reason. He wasn't even sure if that was the year the code changed.

Mr. O'Connor thought that the codes change every two years.

It can take time for updates to go through channels and be put into effect.

Mr. Lee thought the codes did not change that often he believes there was 2004, 2009 , 2012 and 2015. He thought it had some effect on where we are at.

After some discussion it was decided to remove "this is the same year many fire codes were updated".

Mr. O'Malley asked what would be the next step.

April Anderson and Kaylah Hemlow replied that it needs to be decided when to send this out.

This is done by sending it to friends who send it to friends and so on. Kaylah will send the changes to Sean Leary.

Mrs. Anderson commented that sometimes you can find a candidate live on Facebook. She proposed the question of reinstating school building aid To Mr. Sununu. He said he supported it but not by adding more to the budget. Another candidate was more supportive of charter schools.

5. **Future Meeting Dates.** August 4th 6:00 at the SAU. We do not need to meet at the elementary school except when we meet with the architects. August 8th will be a nonpublic meeting. We will need to meet again before the September 1st deadline. The 16th and the 23rd of August were suggested. Shawn Lee wondered when we will meet with the architects. Mr. Woolridge said that is up to the committee. James MacDonell thought this should be done the week of the 8th. We should let the frontrunners know to keep whichever date that is decided open for a possible meeting. August 11th at 6:00 was decided. This gives them less than 3 weeks to come up with plans. Mr. MacDonell wondered if the September 1st deadline for the application was a postmark or receipt date. Mr. Boggio said the preliminary application was emailed with additional information mailed. He will check with Amy Clark to make sure this is ok.
6. **Distribution of Packets:** The packets were distributed to members. Eight packets were received.
7. **Adjourn.** Meeting adjourned at 6:42.