

COMMITTEE AND SUB-COMMITTEE MEETING MINUTES

DISTRICT: Hooksett

TYPE OF MEETING: Facilities

DATE/TIME/LOCATION OF MEETING:

8/25/2026 5:00 pm David R Cawley Media Center

ATTENDEES:

Present: Dean Farmer Director of Facilities, Jillian Godbout School Board, William Rearick Superintendent, Ben Loi Principal, John Pieroni, Community Member, , Gary Gagnon community member, Keith Kelly Harvey Construction, Doug Proctor from Turner Group, David Hutchison community member

Absent: James Glassman, Lisa Raiche, Christian Dupont, Steven Vincent, Joseph Coski, Nick Mercier, Kevin Learnard, Brenda Marcotte, Todd Lizotte Board Member, Chris Saab community member

Meeting call to order: 05:00pm

Old Business:

1. Capital Improvement Plan (CIP) Review

Has publish the document online with a watermark and timestamp.

The document can be found <https://hooksett.sau15.net/facilities/>

o Capital Improvement Plan (CIP) Annual Review

Review current CIP committee review posted plan. Fund balance funds were used to do window replacement and security cameras at Underhill, fencing, annual safety mulch I a set of doors and Underhill Café floor and some café tables so those can get marked at completed. Dean went over which projects that still will need to be addressed this year on the CIP.

2. Project Approval / Bond Project Update

Bond was approved in July with total 6.25 million with 1 million in addition funded through fund balance. The rate came back at 3.5ish %. Harvey shared that we are on track to start construction in Spring 2027. Harvey shared a timeline and schedule for design and estimating, construction document phase, bidding period, and scope review and that permitting, construction, finishes etc. Design and Development will be finished around September 9th. Bids will be this fall it will be a 4-week window and we will have numbers about the 2nd week in December. Ordering will happen after the New Year once the committee and board approve the highest price target. Most ordering will happen winter into

spring and construction should start April vacation. Committee and Harvey agree that Harvey should present to the board timeline and how each step will play out will during the October board meeting on the 27th of October because he cannot attend on the 20th.

3. Fund Balance projects

\$443,718.70 was approved from fund balance to work on need maintenance on all three buildings. The list of some of the items are the following:

install sink with eyewash station in Underhill's nurse's office,

Replace 3 sets of exterior doors at two schools,

additional safety mulch for playground, replace 2 café tile floors,

replace 1 classroom floor in all three buildings,

replace some café tables

some windows replacement

Cawley's parking lot got its cracks seal and top sealed

Not many items could be done over the school because of order wait times. Most of the projects will get completed this fall during the weekends or days school is not in session. Underhill Café floor will be done during the Winter Holiday Break. Cawley's parking lot was completed.

4. Facilities Updates

Updates: The Cawley parking lot was in worst shape than we knew and may need to be totally redone within the next seven years. Current maintenance needs have not changed at the moment. No emerging facility concerns at the moment but heating season is coming. HVAC has already had its fall maintenance / tune up.

5. New Business

- None at this time. Committee does recommend a CIP trust fund for large capital projects, etc. roofs, parking lot, HVAC.

Next meeting: December 15th at 5pm. Then we will present the final information to the board in January. We will have the max. price presented.

TIME OF ADJOURNMENT: 6:20PM

NAME OF RECORDING SECRETARY: Jillian Godbout