

*Meeting Minutes*

City of Nashua  
Capital Improvements Committee  
October 19, 2022  
Auditorium, 6:30 PM

The meeting was called to order at 6:30 PM by Scott LeClair, Chair of the Planning Board and Capital Improvement Committee

**Introduction of Members Present: (Roll Call)**

Scott LeClair  
Charlie Budris  
Bob Canaway  
Rose Evans  
Ald. Jette  
Sam Durfee  
Larry Szetela, 6:35

Election of officers: Motion by Bob Canaway, Second by Rose Evans

Scott LeClair, Chair  
Charlie Budris, Vice Chair  
Sam Durfee, Secretary  
All in Favor

School Department Presentations of two projects to amend the FY2023 Capital Improvements Program

Daniel Donovan, Chief Operating Officer for the School District.

We have three projects, Security Improvements, through some grants over the past few years have been able to create safe vestibules in most of our schools. There are three schools that are left to receive these improvements but there is no more grant money to make these improvements. It is important that all the schools have the same level of security, the only school that will not have this security will be Elm Street Junior High, but that would not make sense as we are building a new school.

The other two projects, Birch Hill and Main Dunstable renovation projects, we have a unique opportunity with the ESSER3 funds, with these funds we have received \$29 million dollars, we'd like to take that and do all of the HVAC, and air quality type of improvements on both these projects, using the ESSER3 funds. It would be an estimate of \$16 million in total, \$8 million for each school, and we would be looking for a bond for the other half. To use the ESSER3 funds, the jobs will need to be mostly complete by the end of September 2024.

Rose Evans: Does the project need to be completed by that date,

Dan Donovan: Good questions, he tried to get that answer, the project has to be more than just obligated, it needs to be on going, but it doesn't have to be fully spent by September 2024, because that would be a stretch.

Scott LeClair: So just to clarify the one project summary for Birch Hill & Main Dunstable renovations is for the HVAC upgrades, and the School Security Enhancements project, for the 3 vestibules, and those are?

Dan Donovan: Those are 3 other schools, Mt Pleasant, New Searles, and Dr. Crisp.

Scott LeClair: Ok, are there any questions by the committee?

Bob Canaway: So the School Renovations, and the Security, how many projects?

Scott LeClair: That is it, 2 projects so it is 3.1 million for FY2023 for the Reno's and \$600,000 for the security enhancements

Bob Canaway: And the vestibules are part of the, project that we're using the grant money for?

Dan Donovan: No, that's the renovation for the 2 schools. ESSER3 funds are specific for what you can use them for. These are the same funds that we used to bring the students back to school, and to get technology into everybody's hands, those sorts of things. There were 3 different grants, from the Federal Funds the total of all three is about \$47 million.

Scott LeClair: Any other questions?

Dan Donovan: The security improvements would be a bond, and the Birch Hill and Main Dunstable is a bond.

Rose Evans: Is there any money in the School Capital reserve?

Dan Donovan: There is some money in the School Capital reserve, about \$600,000. Typically keep for the Emergency that may occur.

Bob Canaway: I've seen some of these renovation projects come through, this would be similar to what happened to Pennichuck where you upgrade all the systems, change classroom sizes. I know that these schools have the old fashion open concept, so that's all going to be modernized to the current standards.

Dan Donovan: yes, new HVAC system, new windows, it will be a much more secure building, there will be individual class rooms. Those were the only two schools with that open concept built in the 70's and that was kind of a thing then, my kids when to Main Dunstable, and I thought this was crazy there are no walls, how do you teach, but they did what they did and the kids did fine. But from a security point of view it's not something you'd want to.

Bob Canaway: Does this extend the longevity of these schools?

Dan Donovan: Significantly. They were built in the 70's and there were upgrades done in the early 90's, typically the components of a HVAC system have a 30 year life.

Scott LeClair: Any other questions by the committee?

Alderman Jette: Just a comment, the opportunity to take advantage of these ESSER3 funds and no disrespect to the Capital Improvements Committee, but this is just a formality because the BOA have already agreed to issue the bond and spend the money.

Scott LeClair: We are historically, in order to keep the budgeting process clean, we provide that recommendation. The Alderman, obviously don't have to follow the recommendation, it also helps further down the road, in getting grants. Ok, any other questions? No, I think we are good, Thank you.

Dan Donovan: Thank you.

Scott LeClair: So, in ranking we just have two things to rank, its one project and if folk remember we take each one individually and what we've got here is A-D. We'll start with the Birch Hill and Main Dunstable Renovations which is the HVAC and classroom renovation, so we'll just go around the room here.

Birch Hill and Main Dunstable Renovations:

Scott: A

Rose: A

Charlie: A

Larry: A

Bob: A

Alderman Jette: A

Sam: A

Rank is A=28

Security Enhancements:

Scott: A

Rose: A

Charlie: A

Larry: A

Bob: A

Alderman Jette: A

Sam: A

Rank is A=28

When Sam puts is memo together, he will rank it as an A/28 A-1.

Scott LeClair: So next up is the review of the Calendar, we have a couple of proposed dates, and if everyone remembers it is 2 nights of presentations from the Departments. January 16th is Martin Luther King holiday, and Tuesday January 17<sup>th</sup> is suggested at 6:30 pm. Alderman Jette: There are a lot of Committee meetings that I don't know about yet.

Scott: if we have to move down the road we can, I think this is a little flexible. Do we want to stay with the 30<sup>th</sup> and do we just want to stay with Tuesday's? There are more committee meetings for Alderman during the middle of the week.

First Meeting (tentative) January 17<sup>th</sup>; Second Meeting January 30<sup>th</sup>, Motion: Alderman Jette, Seconded: Bob Canaway. Any discussion, all in favor? Unanimous.

If you contact information has changed notify Marcia.

Next up is general discussion of process, everyone except Sam has been through this process, and will we be using the same software?

Marcia: We will need to send out a startup letter, once we determine that the January 17<sup>th</sup> meeting is going to be the meeting, and we'll send that out to the departments, so they can get their projects into that Clearview software.

Scott: Generally, we like to see the submissions, by December.

Marcia: deadline is usually the beginning of December.

Scott: So maybe if it's like the 16<sup>th</sup> of December.

Marcia: OK,

Rose: wants a separate document of all the departments' top 3 projects.

### **Other Business**

Charlie: just a suggestion for change, this meeting was planned for 6 and moved to 6:30, I would like to suggest that the meetings start at 6:30, because it allows you to have dinner time. I'd like to welcome Sam as a new member of our committee.

### **Adjournment**

Motion to adjourn by Alderman Jette; Seconded by Rose Evans. All in favor? Unanimous. Adjourned at 6:57 PM.

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**Scott LeClair, Chair**

**Date**