

## Massachusetts School Building Authority

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### Next Steps to Finalize Submission of your FY 2014 Statement of Interest

Thank you for submitting your FY 2014 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to print and mail a hard copy of the SOI to the MSBA along with the required supporting documentation, which is described below.

Each SOI has two Certification pages that must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer\*. Please make sure that **both** certifications contained in the SOI have been signed and dated by each of the specified parties and that the hardcopy SOI is submitted to the MSBA with **original signatures**.

#### **SIGNATURES: Each SOI has two (2) Certification pages that must be signed by the District.**

In some Districts, two of the required signatures may be that of the same person. If this is the case, please have that person sign in both locations. Please do not leave any of the signature lines blank or submit photocopied signatures, as your SOI will be incomplete.

*\*Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated as the chief executive office under the provisions of a local charter.*

**VOTES: Each SOI must be submitted with the proper vote documentation.** This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- 1 **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
  - 1 For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- 1 **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
  - 1 Regional School Districts do not need to submit a vote of the municipal body.
  - 1 For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

**CLOSED SCHOOLS: Districts must** download the report from the "Closed School" tab, which can be found on the District Main page. Please print this report, which then must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer. A signed report, with original signatures must be included with the District's hard copy SOI submittal. **If a District submits multiple SOIs, only one copy of the Closed School information is required.**

**ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3:** If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- | If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.
- | If a District selects Priority #3, Prevention of a loss of accreditation, the MSBA requires the full accreditation report(s) and any supporting correspondence between the District and the accrediting entity.

**ADDITIONAL INFORMATION:** In addition to the information required with the SOI hard copy submittal, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact Brian McLaughlin at 617-720-4466 or [Brian.McLaughlin@massschoolbuildings.org](mailto:Brian.McLaughlin@massschoolbuildings.org).

## Massachusetts School Building Authority

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School District Nashoba

District Contact William Cleary TEL: (781) 223-1980

Name of School Nashoba Regional

Submission Date 2/14/2014

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### SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- ⓑ The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- ⓑ The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- ⓑ The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- ⓑ The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- ⓑ After the district completes and submits this SOI electronically, the district must sign the required certifications and submit one signed original hard copy of the SOI to the MSBA, with all of the required documentation described under the "Vote" tab, on or before the deadline.
- ⓑ The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- ⓑ Prior to the submission of the hard copy of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- ⓑ On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- ⓑ The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- ⓑ The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation and certification signatures in a format acceptable to the MSBA.

<b>Chief Executive Officer *</b>	<b>School Committee Chair</b>	<b>Superintendent of Schools</b>
Michael L. Wood	Nancy Federspiel	Michael L. Wood
Superintendent		
(signature)	(signature)	(signature)
Date	Date	Date

\* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice. Please do not leave any signature lines blank.

## Massachusetts School Building Authority

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School District Nashoba

District Contact William Cleary TEL: (781) 223-1980

Name of School Nashoba Regional

Submission Date 2/14/2014

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### Note

Per conversation with Brian McLaughlin vote documentation will be sent by 2-28-2014. School Committee vote scheduled for 2-25-2014 meeting. All hard copy, signed data to follow.

### The following Priorities have been included in the Statement of Interest:

1.  Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2.  Elimination of existing severe overcrowding.
3.  Prevention of the loss of accreditation.
4.  Prevention of severe overcrowding expected to result from increased enrollments.
5.  Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6.  Short term enrollment growth.
7.  Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8.  Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

### SOI Vote Requirement

I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

**Potential Project Scope:** Accelerated Repair  
Roof

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**Is this SOI the District Priority SOI?** YES

**School name of the District Priority SOI:** 2014 Nashoba Regional

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**Is this part of a larger facilities plan?** YES

**If "YES", please provide the following:**

**Facilities Plan Date:** 2/10/2014

**Planning Firm:** Nashoba Regional School District Facilities Department

**Please provide an overview of the plan including as much detail as necessary to describe the plan, its goals and how the school facility that is the subject of this SOI fits into that plan:**

The 5-year maintenance plan of the NRSD Facilities Department includes the replacement of a failing roof section at the Nashoba Regional High School. Thermal roof scans were completed to identify failing roof sections.

**Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 16 students per teacher**

**Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 14 students per teacher**

**Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? NO**

**Does the District have related report(s)/document(s) that detail its facilities, student configurations at each facility, and District operational budget information, both current and proposed? NO**

**If "NO", please note that:**

**If, based on the SOI review process, a facility rises to the level of need and urgency and is invited into the Eligibility Period, the District will need to provide to the MSBA a detailed Educational Plan for not only that facility, but all facilities in the District in order to move forward in the MSBA's school building construction process.**

**Is there overcrowding at the school facility? YES**

**If "YES", please describe in detail, including specific examples of the overcrowding.**

The science labs are overcrowded, often having more than the 24 lab seats available. The cafeteria is also overcrowded.

**Has the district had any recent teacher layoffs or reductions? NO**

**If "YES", how many teaching positions were affected? 0**

**At which schools in the district?**

**Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).**

**Has the district had any recent staff layoffs or reductions? NO**

**If "YES", how many staff positions were affected? 0**

**At which schools in the district?**

**Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).**

**Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.**

Does not apply.

**Please provide a detailed description of your most recent budget approval process including a description of any budget reductions and the impact of those reductions on the district's school facilities, class sizes, and educational program.**

The district passed its FY 12 budget in all three towns at the annual town meeting in May 2011. It was a level services budget growing only 2.12%.

## General Description

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**BRIEF BUILDING HISTORY:** Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The original building opened in September of 1961. There was an academic wing built in 1970 that also added a gymnasium and a library area. In 2002 gym space was reconfigured and an auditorium was added, along with administrative offices and a new facade. Some of the building infrastructure was also updated such as the boilers, hot water system, and air handling equipment.

**TOTAL BUILDING SQUARE FOOTAGE:** Please provide the original building square footage PLUS the square footage of any additions.

194500

**SITE DESCRIPTION:** Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

The site is 47 acres. There are approximately 500 parking spots. There is a waste water treatment plant on site. There is one storage building and a concessions building. Stadium seating was added in 2004 to meet handicap accessibility codes, and a new turf, multi-sport, field and track was built in 2013.

**ADDRESS OF FACILITY:** Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

Nashoba Regional High School  
12 Green Road  
Bolton, MA 01740

**BUILDING ENVELOPE:** Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The building is steel and concrete block construction with a brick facade. The window systems are insulated glass in classrooms and plate glass single pane in hallways and common areas. The roof systems are both PVC (sonofil) and rubber roofing with stone ballast. Current envelop issues include roof leaks in the ballast roof areas, lack of insulation in outside walls, heat loss in single pane windows, and settlement in the North West corner of the building.

**Has there been a Major Repair or Replacement of the EXTERIOR WALLS ? NO**

**Year of Last Major Repair or Replacement: 0**

**Description of Last Major Repair or Replacement:**

**Has there been a Major Repair or Replacement of the ROOF? YES**

**Year of Last Major Repair or Replacement: 2002**

**Type Of ROOF: PVC and Asphalt Shingles**

**Description of Last Major Repair or Replacement:**

PVC roof over about 1/3 of the roof plus shingled roof over two main classroom corridors.

**Has there been a Major Repair or Replacement of the WINDOWS? YES**

**Year of Last Major Repair or Replacement: 2002**

**Type Of WINDOWS: double pane windows**

**Description of Last Major Repair or Replacement:**

Double pane windows were installed in most classroom areas single pane plate glass remains in most common areas.

**MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).**

In general the mechanical systems work well. We do have issues with domestic hot water circulation and frozen pipes. The building automation system is two generations old and eventually needs to be updated which will involve replacing the main controller and all sub-controllers in the building.

**Has there been a Major Repair or Replacement of the BOILERS? YES**

**Year of Last Major Repair or Replacement:** 2002

**Description of Last Major Repair or Replacement:**

Two boilers were replaced with Weil McLean section boilers and Powerlame burners

**Has there been a Major Repair or Replacement of the HVAC SYSTEM ? YES**

**Year of Last Major Repair or Replacement:** 2002

**Description of Last Major Repair or Replacement:**

Most roof top and air handling units were replaced. The system is a mix of radiant hot water and hydro air with DX cooling

**Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? YES**

**Year of Last Major Repair or Replacement:** 2002

**Description of Last Major Repair or Replacement:**

The main switch gear was replaced including transformers and some distribution panels.

**HEATING FUEL: Which of the heating fuel types below does your building primarily rely on for heating?**

Heating Oil

**BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).**

The building interior mostly block wall with VCT floor tile and hung acoustical ceiling. There are areas of the building with terrazzo floors and exposed concrete ceilings. The lighting is primarily t8 fluorescent.

**PROGRAMS and OPERATIONS: Please provide a detailed description of the current programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).**

We can not offer science labs for all of our science course due to a lack of space and the conditions of existing spaces.

**CORE EDUCATIONAL SPACES: Please provide a detailed description of the Core Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, and a description of the media center/library (maximum of 5000 characters).**

The majority of classrooms are approximately 750 square feet. The art room and the actual science labs are approximately 1000 square feet. Five of the science labs were built in 1970. The remaining labs are original to the 1960 wing. A few of the science labs have exhaust fans but not all. They are not interchangeable for the different labs needed.

**CAPACITY and UTILIZATION: Please provide a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be**



**used as classroom space (maximum of 5000 characters).**

The labs are overcrowded, many having over the 24 available seats. The cafeteria is also overcrowded. In both situations administration has managed the circumstances. For science, they have reduced the number of classes that offer labs and/or reduced the number of labs for courses. They have added a fourth lunch period to make a seat available for every person in the cafeteria.

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**MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).**

The district maintains the building using best maintenance practices. Repairs such as electrical, plumbing, HVAC, door maintenance, filter changes, floor care, painting, and work orders are done in house. The district has a scheduled maintenance program and funds annual repairs for all systems. Larger projects such as well repairs, roofing, and windows are bid out to vendors. The budget for capital repairs for the high school has not required an override or debt exclusion.

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**Priority 5**

***Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.***

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The Nashoba Regional High School has several sections of rubber roof with stone ballast (40,000 SqFt) as well as multiple PVC roofs (65,000 SqFt). These roof areas are out of warranty and approximately 19 areas, or 8,500 SqFt of both PVC and rubber ballasted roof sections need to be replaced or repaired immediately. The roof has recurring leaks in several areas of the ballasted and PVC sections and these cause substantial interior leaks and wet insulation.

August 7, 2013 the Nashoba Regional School District had an Infrared Roof Moisture Survey completed by ProScan Technologies where approximately 19 areas, or 8,500 SqFt of both PVC and rubber ballasted roof sections showed leaks and entrapped moisture in the insulation.

**Priority 5**

***Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.***

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Roof repairs are patched or replaced as needed and on an ongoing basis. The District utilizes an outside roofing contractor to perform the repairs of the rubber and PVC . Over the past few years the scope and frequency of the repairs have increased to a point where simple patch repairs are no longer keeping the integrity of the roof and its insulation at an acceptable level.

**Priority 5**

***Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.***

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Roof leaks have a direct impact to the educational programs by creating a situation where affected areas are not able to be used during a leak. The areas are either blocked off or disrupted until the leak is able to be fixed. Having wet areas inside the building and in enclosed areas, such as the roof and equipment crawlspaces, cause a direct and immediate concern for the growth of mold and other IAQ issues. The wet insulation no longer acts as a thermal barrier and creates inefficiency within the buildings envelope.

**Priority 5**

***Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.***

Roof replacements have a life span of about 20-25 years. Replacing the failing roof sections will not only improve the use and comfort of the affected area, but protect the building's structure and components from the moisture the current leaks contribute to. A properly insulated roof will increase the thermal efficiency of the building envelope and allow the HVAC equipment to operate less, saving on operational costs and system fatigue.

**Please also provide the following:**

**Have the systems identified above been examined by an engineer or other trained building professional?:**  
YES

**If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters)::**

ProScan Infrared Technologies; Suburban Glass and Mirror (Roofing Contractors); The Garland Company (Roofing Manufacturer, Representative); Facilities Director NRSD, MA CS# 080904

**The date of the inspection::** 9/6/2013

**A summary of the findings (maximum of 5000 characters)::**

The recommendation was to replace the failing roof sections and insulation with a new PVC/insulated roof as shown in the 8-7-2013 infrared moisture survey performed by ProScan Technologies.

## REQUIRED FORM OF VOTE TO SUBMIT AN SOI

### REQUIRED VOTES

If a City or Town, a vote in the following form is required from both the City Council/Board of Aldermen **OR** the Board of Selectmen/equivalent governing body **AND** the School Committee.

If a regional school district, a vote in the following form is required from the Regional School Committee only. **FORM OF VOTE** Please use the text below to prepare your City's, Town's or District's required vote(s).

### FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on \_\_\_\_\_, prior to the closing date, the \_\_\_\_\_ *[City Council/Board of Aldermen,*

*Board of Selectmen/Equivalent Governing Body/School Committee]* of \_\_\_\_\_ *[City/Town], in*

accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated \_\_\_\_\_ for the

\_\_\_\_\_ *[Name of School]* located at

\_\_\_\_\_ *[Address]* which

describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future

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\_\_\_\_\_ ; *[Insert a description of the priority(s) checked off on the Statement of Interest Form and a brief description of the deficiency described therein for each priority]; and hereby further*

specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

**CERTIFICATIONS**

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

<b>Chief Executive Officer *</b>	<b>School Committee Chair</b>	<b>Superintendent of Schools</b>
Michael L. Wood	Nancy Federspiel	Michael L. Wood
Superintendent		
(signature)	(signature)	(signature)
Date	Date	Date

\* Local Chief Executive Officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice. Please do not leave any signature lines blank.