

Task Force Minutes

Emerson School Bolton

Jan 22, 2015

Attendees: M. Wood, M. Busch, L. Romasco, M. Kenyon, H. LeBlanc, D. LeBlanc, M. Marota, M. Jones, L. Colletti, B. Czekanski, D. Hawkes, B. Cleary

Item 1 Motion to accept meeting minutes of Nov 20, 2014 by B. Czekanski. Unanimous

Item 2 Motion to accept meeting minutes of Dec 18, 2014 by M Jones, Seconded by L Romasco, Unanimous

Item 3 Presentation by B Cleary on NRHS Facilities, see attached:

- a. Current systems (Water, Septic/sewer, Electrical, Gas/Propane, Fire, Sprinkler, Mechanical) installed in the High School are sufficient for the current space and population. If there were to be a substantial renovation to the High School (addition of 10-15 classrooms) individual systems could incur a substantial upgrade/capital expense
- b. Maintenance issues:
 1. Microsoft no longer supporting the district's older versions of existing Building Management System BMS. B. Cleary currently negotiating with company for a district-wide software upgrade
 2. Additional portions of the roof need to be replaced
 3. Additional portions of the windows need to be replaced
 4. Exterior wall insulation issues
 5. Air Handling in the Gym (recirculating air into locker rooms)
- c. B Cleary suggested 'retro commissioning' to determine exact status of systems within the high school.
- d. B Cleary to provide a 10-year plan to the Space Study Task Force on building envelope.

Item 4 H. Leblanc provided group with article on the advantages of collaboration in regards to teaching and learning. See attached

Item 5 B. Czekanski presented the 'NRHS Space Needs Task Force, Interim Report.' Five (5) points and their corresponding 'next steps' were discussed. B. Czekanski will modify and present to group for vote at the next meeting.

Item 6 The group discussed whether more direction from administration/school committee was required prior to moving forward with space requirement discussions. Discussion remains open.

Item 7 B Czekanski 's background in planning and scheduling manufacturing facilities with space constraints and reporting out on results presents possible support for the high school's

scheduling effort. With this in mind B Czekanski, with consent of the group, will meet with Dr Graham to determine best practices for current science labs and report back to group at the next meeting.

Item 8 Next meeting Feb 5, 2015; March meeting is on March 19, 2015.

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