

**Public Notice of Meeting**  
**WILTON-LYNDEBOROUGH COOPERATIVE**  
**FACILITIES COMMITTEE MEETING**  
**Monday, December 4, 2023**  
**Wilton-Lyndeborough Cooperative MS/HS**  
**6:00 p.m.**

Videoconferencing: [meet.google.com/jut-jgss-amg](https://meet.google.com/jut-jgss-amg)

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- I. **CALL TO ORDER** at 1805 Present: Geoffrey Allen, Tiffany Cloutier-Cabral, Buddy Erb, Kristie LaPlante, Fran Bujak, Jonathan Vanderhoof, Leslie Browne, Alex LaVorme

II. **FACILITIES PROJECTS UPDATES-Business Manager:**

**Gym Windows:** Still working on 2 glass quotes for gym windows: Should be done by mid month. \$61,000 and \$64,500 for glass; translucent windows \$80,800 and \$91,000. Should have all quotes by December 14th. Facilities Director recommends fiberglass at the higher \$80,800.. We had \$61,000 appropriated for the project.

**B Wing Bathrooms** are still waiting on panels. Projected is funded and will be completed by January 2, 2024.

**Art Room** waiting on counter tops. Will be completed by January 2, 2024.

**Locker Room renovations:** Architect is coming week of January 2, 2024 to take measurements.

\$30,000 allocated for LCS heating elements. Shouldn't be on the CIP as it was in the operating budget. Can be removed from CIP.

**Gym floor** is being sanded and should be open by January 2, 2024. Mr. Vanderhoof asked if there was an impact on insurance rates due to multiple claims. Mr. Erb was unsure.

**Tennis Courts** will not be done before spring at the absolute earliest. There has been some fence work and site work done. Interior fence can't be done until court is done.

**Boilers:** Ms LaPlante is waiting to secure grants until fuel source is determined. Mr. Erb spoke to two companies about wood pellets. He stated the two types of feed are auger and vacuum. Due to 20 foot run length, we don't have the room for the pellet system. We would need to do major renovations, divert the road behind the school, and erect an additional exterior building. Costs would be minimum \$750,000 and probably closer to \$900,000 for wood pellets. Companies won't provide actual quotes unless we're serious about moving forward.

We will have a mix of oil and propane boilers at WLC MS/HS moving forward if we go with propane. One quote from 1 company for propane boilers at \$260,000 and one from a recommended company for \$244,000 for two boilers and that discount oil will provide and bury 2 propane tanks which they own and Mr. Erb feels there will not be a contract. We have \$295,000 budgeted and have \$230,000 remaining after paying for the first boiler. Ms. Browne asked why the tanks would be buried and there may be issues switching companies with buried tanks. Mr. Erb said there wouldn't be an issue, the new company takes them over.

Mr. Vanderhoof asked if we would expend funds by the due date. Ms LaPlante said yes. Mr. Allen asked what the extended operating cost difference would be between wood and propane. Mr. Erb said propane is much less, but he doesn't have any numbers. Ms. LaPlante said the difference in fuel costs between propane and oil for 25,000 gallons is \$31,000 savings with propane. Mr. Allen asked about operating costs for wood. Mr. Erb said he had no real numbers, but preventive maintenance is much more. There were no annual fuel cost estimates for pellets, but the up-front costs were substantial enough that it doesn't make sense. He also stated that it's harder to get work done on them. He also said it was recommended to keep propane backup to the pellets.

Whole boiler install should take 2 weeks for propane and will take place over the summer. Mr. Erb said we should consider adding one or two hot water tanks to replace boiler use for water. He suggested the second water tank should be dedicated to the kitchen. He had no cost estimates but suggested this be done at the same time as the boilers and to get rid of the large ventilator that is unnecessary

with propane. Mr. Erb will provide hot water heater estimates for the January 8, 2024 meeting. His guess would be \$18,000.

**Facilities Committee recommends to the school board that we move forward with propane boilers.**

**III. APPROVE MEETING MINUTES:** Ms Cloutier-Cabral motions to approve minutes from October 4th, 2023. Mr. LaVorme 2nd. Motion passes.

**IV. CIP DISCUSSION:** Ms. LaPlante pointed out that Mr. Bujak did a great job building out planning years. Projects have not changed from last accepted CIP, just the format and budgeting.

**Parking Lot:** We have \$85,000 scheduled to be raised for parking lot paving at WLC in FY25. Mr. Erb has spoken to several companies and is working on quotes. Vendors aren't quick with quoting this time of year.

There are three paving sections. 1. is the front parking and the road to the tennis courts. 2nd is to the right from driveway to the back side of school. 3rd is gym side and back parking lot. Mr. Bujak spoke about maintenance and crack seal and whether the whole lot needs to be done now or we can fix it and appropriate funds to do it all at a later date. Mr. Erb said he received a quote to fill cracks that was \$16,500 in 2022. Mr. Vanderhoof would prefer to do all three sections at once even if it meant the parking lot deteriorated while we appropriated funds. Mr. Erb said the front and side by gym seems to be the worst. Ms Browne said the road to the tennis courts is bad as well. Mr. Erb said paving to the softball field was \$20,000 many years ago when he got a quote.

Mr. Allen said he didn't feel comfortable discussing the CIP if the entire committee hasn't read it. He asked Ms LaPlante what needs to be done before we can push this out to everyone. Ms LaPlante said the board should vote on it and asked if we can push that vote to the first week in January since we were so close to having a final document. She added we just need to have it done by February 8th and this is a good document and worth finalizing first. The document was sent to the entire committee in its draft form.

**Parking Lot:** To come up with a CIP warrant funding recommendation we need to decide what we are doing to do with the parking lot. Mr. Bujak said we also

have \$30,000 in the CIP if we do the elements from the operating budget. Ms LaPlante said we have \$51,000 in the CIP budget currently.

**Gym Windows:** Mr. Vanderhoof asked if there was a warranty with the gym windows. Mr. Allen said if we went with the recommendation we'd need to either appropriate another \$19,000 for the windows or take it out of the operating budget. Ms. LaPlante said she thinks it would be better to take it from the budget. Ms LaPlante wanted to make sure we actually had \$31,000 in the CIP from the heating elements before we discussed what to do with those funds.

There was much discussion about maintaining the integrity of the CIP, providing good history and documentation, and presenting accuracy. Mr. Allen said hopefully this current document will make it possible. We can't control what future boards will do, but it's important we make this document transparent to the taxpayer.

Mr. Allen asked about if the board was OK with the extra \$19,000 for the gym windows. Mr. Vanderhoof asked Mr Erb what we get for the added expense. Mr Erb believes it's more durable, but has no information on longevity or what the extra benefit is. Ms Browne asked what the R Value difference is. Mr. Erb wasn't sure, but the group agreed it is better than what we had now but it should go back on the CIP with a manufacturer replacement date. Mr. Vanderhoof said we appropriated for \$61,000, we can do it for \$61,000, we don't know what the benefit is should we should do it for the amount we originally decided then do better research at the replacement date. **The board agreed and recommended we replace the gym windows at the base bid.**

**Parking Lot:** Ms LaPlante asked whether we do the one section this year, raise money to do it all, crack seal and push it off, or do section 1 and crack seal. Mr. Allen stated he thinks if it needs to be done, the most cost effective method would be to do the entire thing at once then add it to the CIP and budget for future replacement so we aren't in this situation again. Ms LaPlante stated the last quote for to do it all was \$250,000. That would be roughly \$85,000 over 3 years to raise the money to do it all. If we do it all now, what would be the funding source?

Mr. Vanderhoof asked what the longevity would be if we did it all at once? Ms LaPlante thought it would be 25-30 years. Mr. Vanderhoof said regardless what

we do this year, we need to add it to the CIP for 20 years out. Mr Bujak pointed out that it is already on the new document and will stay there for future years. Ms Browne said if we seal coat and budget, the seal coat should be out of the operating budget. Mr Vanderhoof asked how long can we go before it must be done. Mr. Allen said if we have \$85,000, we can appropriate over 2 years then do it. Ms LaPlante suggested we push the project out 2 years, appropriate funds, then do the project. Mr Allen agrees, which would push the project out to 2027. Mr Bujak pointed out that this would be a much larger ask for the tax payer in 2025 based on the CIP budgeting. Discussion was had about pushing it down the road.

Mr. Allen pointed out that we are doing the exact same thing that got us into the situation of being behind on maintenance. We should make a CIP and budget plan and let the taxpayers decide. This is the situation we're in, let them decide knowing all the facts. Mr. Erb suggested we keep doing it in sections rather than as one project. Discussion was had as to whether that will cost us more and how paving companies bid and complete work.

Discussion was had about funding, appropriate, adding funds to the CRF or giving it back to the town and appropriating it in the new budget as opposed to presenting a warrant article to transfer unspent funds to the CIP to build up capital for projects that are coming up that haven't been budgeted for. Warrant Articles were discussed and how the CIP/CRF has traditionally been funded. Mr. Bujak noted that we are so far behind in funding for future projects that it is a burden on taxpayers. We need to get on track and present the true numbers to the community. If they say no, then it's no. He noted that he believes it would be preferable to the taxpayer if we use unspent funds towards future projects than have a big ask in future years.

Mr. Allen noted that many of these decisions are school board decisions not facilities committee decisions. We just need to present the amount we need to run the facilities. Mr. Allen said we just need to decide on this parking lot. Mr. Vanderhoof said it depends on whether we need to do the parking lot this year or can it wait? Everyone concurred. Mr. Allen asked Mr. Erb if it can wait 2 years. Discussion ensued and it was decided to appropriate the \$85,000 as planned, then ask for the additional funds in a warrant article to complete the project this year. If the community said it isn't required and votes no, then we continue with the 3 year

plan. Ms. LaPlante felt that was asking for too much from the taxpayers. Mr. Allen agreed, but said this is the situation we're in. We present the situation we're in and let them decide. We have no emotional attachment either way, we just present options.

Ms LaPlante asked what we recommend the board fund the CIP for FY25. Discussion ensued about future funding years, end of year balances, budget items, etc. Much depends on policy approval.

**V. PUBLIC COMMENT :** Dennis Golding had questions about funding amounts and warrant articles. He wants to make sure we aren't just spending money on frivolous projects with extra money. He asked which window recommendation we were providing.

**I. ADJOURNMENT** Next meeting set for January 8, 2024 at LCS at 1800. Ms Cloutier-Cabral made the motion to adjourn, 2nd by Mr. LaVorme, passed unanimously and adjourned at 2005.

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