COMMITTEE AND SUB-COMMITTEE MEETING MINUTES

DISTRICT: Hooksett

TYPE OF MEETING: Facilities

DATE/TIME/LOCATION OF MEETING:

10/1/2025 4:00 pm David R Cawley Media Center

ATTENDEES:

Present: Dean Farmer, Director of Facilities, Jillian Godbout, School Board Vice Chair, William Rearick, Superintendent, Gary Gagnon, Community Member,

Keith Kelly from Harvey, Doug Proctor from Turner Group

Absent: Chris Saab, James Glassman, Lisa Raiche, Christian Dupont, Steven Vincent, Joseph Coski, Nick Mercier, John Pieroni, Kevin Learnard, Brenda Marcotte, Ben Loi, Principal, Kimberly Sarfde, Assistant Superintendent, John Ciempa, School Board Member, Bob Barker, School Board Member, David Hutchison community members.

Meeting call to order: 4:10pm due to parking cause by afterschool sporting event.

Old Business: schedule community nights to get community feedback on the proposal. Two nights were scheduled. Turner Group and Harvey will be present and leading the discussion and presentation. **The Community nights will be Monday October 20th at David R. Cawley for 6pm and it will be recorded. Second meeting will be Wednesday October 29th at Hooksett Memorial for 6pm.**

New Business: Meet with representatives from Harvey and Turner Group to review their initial proposal for capital improvements and renovations to the three Hooksett schools. This proposal is based on walkthroughs and facility audits they conducted in late August.

Committee questions and Harvey's & Turner's response:

- Do the initial cost assessments include any contingencies?
    - GC Contingencies? **Yes 5%**
    - Design Contingencies? **Yes 5%**
    - Owner contingency - Assumed held by Hooksett SB **Hooksett hasn't decided yet.**
- Question for Dean - Does HCC have a Hazardous Material survey for the Schools? I don't see any costs for Abatement included.
    - Underhill is the bigger risk
        - Caulking @ windows?
        - Glazing compound @ older windows?
        - Lighting ballasts?
        - Etc?

The state of NH conducted an audit and according to them there is no Hazardous Materials that need to counted for in demo.

Memorial School -

- Notably, they did not mention any structural issues at Memorial School identified in the previous EEI proposal. Did they review this condition with Dean? Any structural concerns? **Turner Group did not find any but will do a second look to get a 3rd option since this is different than what EEI had proposed.**
    - Boiler room structural condition? **They will revisit**
    - Structural reinforcement of roof resulting from increased roof insulation? Identified by EEI. **They did not agree and do not think it is needed.**
- Given the roof water intrusion, did they see any evidence of deteriorated metal decking? Comment on risk level? **No**
- I noted some deep holes near the visitor parking for repairs.
- Main entry concrete spalling. Concerns? **Did not assess these items**
- Replacing windows - Replacing glass? Or whole units? **Replacing just the glass. Did mention that the windows do not slide well and are hard to operate. May need to be cleaned and regreased.**

Cawley School -

- Roof system - 22 yo - Thoughts
    - Impacted by HVAC RTU's
    - No reported leaks currently
    - Comment on replacement risk? **Harvey & Turner feel the roof is in decent shape and should be replaced in the next 5 to 10 years. Replacing or not replacing the HVAC units will not impact the roof's life span.**
- Boilers
    - Dean reported the boilers were functional with no immediate needs.

        - Harvey/TTG sees $700k worth of work - Comments on their condition? **Included this with their pricing since it was included in the last audit.**
- Glycol Water Loop
    - Dean reported chronic leaks & failures with the exposed glycol loop.
        - Corrective measures included? Recommended**? Both the committee and Harvey& Turner agreed that the Glycol system should be removed from Cawley it causes more items than worth keeping. Removing it does not cause us to need to do any additional work or replace it with any other system.**
- Air Handlers
    - Dean reported RTU's to be functional / no immediate needs
        - Comment on field condition and the recommendation for replacement? $3.3MM
        - Driven by fresh air requirements? **Yes, the second-floor units are causing a lot of maintenance costs. The current ones are functioning but parts are hard to find. It was also included because it was part of the last audit and there were price differences.**

Underhill School -

- Replacing windows - Replacing glass? Or whole units?
    - There was some original construction windows noted in the toilet rooms 42 & 43. These should be considered for replacement.
- We should take a closer look at the exterior door repairs. We noted all the exterior doors needed.
    - Weather seals
    - Some needed adjustments
    - Some had some frames w/ significant rot

Yes, they found on these issues in their audit. They do need to be replaced or repaired. WE are replacing just the glass in the classrooms but the GYM and first set of bathrooms windows need to be completely replaced.

- Air Conditioning
    - We noted some thru wall AC units questioned adequacy and security risks. Comments?
    - AC Unit upgrades needed to be accounted for?
    - Window / wall repairs at former thru wall?

They will think about how to handle doing something different than window units for classrooms that require AC. They units that take care of IT infrastructure are in great shape. The thresholds' of the classroom door ways are out of code but pricing was not included due to it was outside the scope.

- Boilers

- Dean reported the boilers were functional with no immediate needs.
    - Harvey/TTG sees $600k worth of work - Comments on their condition?

They are in good shape for their age. They are our oldest units and should be replaced. Again, they quote for the ones in the last audit, Harvey is more than happy looking at different options.

- RTU's
    - Dean reported the boilers were functional with no immediate needs.
        - Harvey/TTG sees $1.1MM worth of work - Comments on their condition?
        - Driven by fresh air requirements?

Again, they are functioning. The district replaced half of the units at Underhill with ESSR funds and thought the project should be completed. As, it was in the audit from the previous year.

- Nurses' office
    - Needs a sink separate from the toilet room
- We noted toilet facilities to be inadequate
    - ADA Issues?
    - Toilet partitions functionality
    - Thoughts?
    - Number of Toilets? Too many according to staff.

Turner wasn't sure if these issues were in our current scope. They did notice them as they were all identified in Turner's report from 2017. The committee ask that they be added to the long-term facilities study.

TIME OF ADJOURNMENT: 5:20 pm

NAME OF RECORDING SECRETARY: Jillian Godbout