COMMITTEE AND SUB-COMMITTEE MEETING MINUTES

DISTRICT: Hooksett

TYPE OF MEETING: Facilities

DATE/TIME/LOCATION OF MEETING:

11/3/2025 4:00 pm David R Cawley Media Center

ATTENDEES:

Present: Dean Farmer Director of Facilities, Jillian Godbout School Board, Ben Loi Principal, William Rearick Superintendent, Kimberly Sarfde Assistant Superintendent, Gary Gagnon, Community Member, David Hutchison community member, John Ciempa, School Board Member, John Pieroni,

Keith Kelly from Harvey, Doug Proctor from Turner Group

Absent: Chris Saab, James Glassman, Lisa Raiche, Christian Dupont, Steven Vincent, Joseph Coski, Nick Mercier, Kevin Learnard, Brenda Marcotte, Bob Barker, School Board Member, John Ciempa School Board Member,

Meeting call to order: 4:00pm

Old Business: Went over feedback we received from community engagement nights. That went quickly as we had only 5 survey results. Then Keith Kelly presented the committee some options to chose from with cost numbers. Committee started with just looking at Memorial School priority list Turner Group deemed the school needed with Harvey's numbers. Then we ask was there anything at the other schools that came to the same priority level that the items at Memorial were at. The only other items that were high priority were the roof top units at Cawley with cooling there are 6 to 8 units.

Our final recommendations is to move forward a bond at 7.25 million dollars that will include a cognancy of 5%. That will include the Priority 1 at Cawley & Underhill and Priority 1,2,3 of Memorial.

Here is the list of items the district gets 7.1 million dollars:

Memorial School

ELEMENT

1st PRIORITY SCOPE

HVAC

Remove and dispose existing RTU 8

Remove existing roof mounted fan 2

New RTU-1, 3 ton 1

New RTU-2, 3 ton 1

New RTU-3, 3 ton 1

New RTU-4, 5 ton 1

New RTU-5, 6 ton 1

New RTU-6, 7.5 ton 1

New RTU-7, 7.5 ton 1

New RTU-8, 7.5 ton 1

New curb adapter 8

New roof mounted exhaust fan 2

Controls 1

Test and balance 1

Electrical

Disconnect RTU 8

Disconnect fan 2

New RTU feed and connection, assumes extend feeder to accommodate new RTU 8

New fan feed and connection, assumes extend feeder to accommodate new fan

2nd PRIORITY SCOPE

HVAC

Remove existing ERV 7

Remove existing split system AC unit 2

New ERV-1 1,500

New ERV-2 1,500

New ERV-3 5,000

New ERV-4 5,000

New ERV-5 5,000

New ERV-6 5,000

New ERV-7 7,700

New curb adapter 7

New split system AC unit and piping 2

Controls 1

Test and balance 1

Electrical

Disconnect ERV 7

Disconnect AC unit 2

New ERV feed and connection, assumes extend feeder to accommodate ERV 7

New AC unit feed and connection assumes extend feeder to accommodate new split system 2

TOTAL - 2nd PRIORITY SCOPE

3rd PRIORITY SCOPE

HVAC

Remove existing boilers, pumps and piping 1

Gas-fired condensing boilers B-1/2, 2,500 MBH 2

Gas-fired domestic water boiler 1

Air separator 1

Expansion tank 1

Boiler pump 2

Distribution pump with VFD 2

Pipe, fittings, valves and insulation 1

Controls 1

Test and balance 1

Electrical

Disconnect existing boiler room equipment 1

New boiler feed and connection 2

New pump feed and connection 4

Cawley School

ELEMENT

1st PRIORITY SCOPE

HVAC

Remove and dispose existing RTU 4

Remove existing split system AC unit 2

Remove and dispose existing HV-1 1

Remove existing roof mounted fan 2

New RTU-1, 4 ton 1

New RTU-2, 5 ton 1

New RTU-3, 5 ton 1

New RTU-4, 10 ton 1

New split system AC unit and piping 2

New HV-1, 1,500 CFM 1

New curb adapter 5

New roof mounted exhaust fan 2

Controls 1

Test and balance 1

Electrical

Disconnect RTU 4

Disconnect AC unit 2

Disconnect HV unit 1

Disconnect fan 2

New RTU feed and connection, assumes extend feeder to accommodate new RTU 4

New AC unit feed and connection assumes extend feeder to accommodate new split system 2

New HV unit feed and connection, assumes extend feeder to accommodate new HV 1

New fan feed and connection, assumes extend feeder to accommodate new fan 2

TOTAL - 1st PRIORITY SCOPE

Underhill School

ELEMENT

1st PRIORITY SCOPE

HVAC

Remove and dispose existing RTU-1 1

Remove existing roof mounted fan 2

New RTU-1, assume 7.5 ton 1

New curb adapter 1

New roof mounted exhaust fan 2

Controls 1

Test and balance 1

Electrical

Disconnect RTU 1

Disconnect fan 2

New RTU feed and connection, assumes extend feeder to

accommodate new RTU 1

New fan feed and connection, assumes extend feeder to

accommodate new fan

New Business:

Making an asset list / CIP spreadsheet that includes everything with value of $5,000 or more, Dean is currently working on the document that will have this detail that the facilities committee can oversee.

TIME OF ADJOURNMENT: 5:15pm

NAME OF RECORDING SECRETARY: Jillian Godbout