



MicroSociety Academy Charter School
591 West Hollis Street, Nashua, NH 03062
603-595-7877 | www.macsnh.org

Facilities Comm. Meeting

Friday, October 5, 2018 at 2:00PM

Attendance: Tom Dougherty, Barbara Halevi, Amy Bottomley, Michael Baldassarre

1. Called to order at 02:00 PM by Tom Dougherty
2. Amy distributed schedule of Annual inspections

State of NH inquiry on inspection of boiler unit, which does not exist. State dispatched inspector to verify and identified the need to inspect the water heater. Inspections are required every two years for this unit.

New England Mechanical Assoc – post inspection, vendor provided quotation for suggested services to repair existing HVAC plant at cost of \$3,295.26. These services would include replacement of cracked belts, electrical contact relays, and servicing of failing inducer motor on one of the fan units.

Motion by Tom D to hold on the current quote and solicit additional quotes to allow for comparative pricing and services. Seconded by Barbara. Motion passed.

3. Proposal for Snow Removal/Landscaping and cleanup

Existing vendor that provided services to school has gone out of business. Amy outlined the Request for Information inquiries were sent for proposal to local landscapers that also offer snow removal.

To date, one proposal received from Design Works, Hudson, NH. Proposal contains both Landscape services and a separate proposal for snow removal. Current proposal outlines three options for budgetary planning. Option 1: 3 year contract, 2: 1 year contract with thresholds for accumulation, and Option 3: ala carte (most costly). See attached proposal.

Committee recommended to allow one more week to allow Michael B. to contact other potential service providers before committing to a contract. Pending update, Amy to reach out to Executive Committee for review and vote on moving forward on Snow removal only.

Also recommended by committee to defer the landscaping and clean up services due to the additional budget requirements for snow removal. Current budget will require review, as 2019 budget for combined snow and landscape is insufficient to cover full proposal, ~\$400.00 difference.

4. Future expansion discussion

- a. Review of floor print sq ft of potential site. Site provides about 14400 sq ft, with common area/entrance.
- b. May need to research City of Nashua need for Usage permit - concern over ability to offer programs on commercial site since MACS is classified as elementary; Barbara later confirmed Use Permit would be required for elementary school operations.
- c. Owner open to do build out (\$26/sqft) - triple net - heat/water/trash/electrical/snow or MACS considers doing the build out with long lease; open to consideration

Motion: Recommendation by Facilities Comm to have board attend informational walk thru of the potential facility by Barbara, second Tom Dougherty. Motion passed.

7. **Motion:** To adjourn (at 03:35 PM) Made by: Tom, Seconded by: Barbara Motion passed unanimously

