



MicroSociety Academy Charter School
591 West Hollis Street, Nashua, NH03062
603-595-7877 | www.macsnh.org

Facilities Committee Meeting Minutes
Friday Sept 30, 2022

Meeting called to order at 11:30 a.m.

Present (on Zoom): Brad, Tim, Andrew, Tom and Amy

- Agenda
 - Modular update
 - Cleaning Company Status
 - New Business
- Modular Update
 - We obtained a 30-day temporary certificate of occupancy 1 day before school started. We need to install a walkway, which will consist of crushed stone, to obtain a permanent COO. As Jennings couldn't complete the walkway in the first 30 days an extension for the COO was granted. Jennings is scheduled to complete the work before 10/30.
 - Lessons learned from doing this project are that a full time dedicated general contract manager should be hired to ensure that the project runs smoothly and that the project doesn't interfere with the normal everyday functioning of the school.
 - Any future addition will require restrooms and appropriate support footage for the expected increase in students.
- City Wide Cleaning Company
 - They have not been performing the necessary cleaning requirements and are currently performing worse than our previous vendor.
 - Amy will write a letter to them with our expectations and detail where they are not complying. This can then be discussed with them and a plan can be put in place by them to remedy their deficiencies. This can then be monitored on a regular basis.
 - As a backup Andrew called All Clean to find out if there is interest in doing business with the school again. Mike indicated he would be interested and we will keep him as a backup in case City Wide doesn't satisfy the schools cleaning requirements.

- New Business
 - We need a dedicated backup for the phones in case of emergency. Amy will check with Mainstay to see what it would take to install dedicated lines.

Meeting adjourned at 12:15 a.m.