



Trustee Meeting Minutes

Date: June 29, 2020

Time: 9:00 AM

In Attendance: Betty Dunn, Chair; Peter Griffin, Vice Chair; Maureen Spooner, Trustee; Michael Mazalewski, Trustee; Roy Dennehy, Trustee; Lisa Thornton, Secretary; Jennifer Simmons, BoS Representative via Zoom

Excused: Rich Parow and Fred Linnemann, Trustees

Agenda: Special Meeting via Zoom

- **Building Reopening update**
 - **Stonework Bid Decision**
 - **Other Business**
-

Meeting was called to order at 9:07 AM

Building Reopening Update

- Betty reviewed Board of Selectmen decision to approve outside venues with access to interior bathrooms. Their decision will be reviewed in 30 days
- Jennifer Simmons recommended getting data and plan together for reopening so that the BoS can review at next selectmen meeting as reevaluation will be ongoing.

Stonework Bid Decision

- Maureen reviews document which she posted for Trustee review on one drive. The document presents a Bid Analysis which ranks proposals based on price, schedule, adherence to Bid Specifications, and qualifications. She reports that 4 bids were received. Based on the analysis Northeast Masonry is the forerunner. Their start date is between 8-12 weeks with a completion date of before Thanksgiving. They will use a combination of staging and lifts.
- Michael shares concern regarding bulging on the east side of the building in addition to the north & south sides. He would like the contract to be flexible enough to add a change order if needed. Maureen explains that flexibility will be dictated by the 300K budget.
- Michael questions if interior repointing should be considered from the second floor to parapet as opposed to only from the 3rd floor to parapet.



- Betty questions if contractors references should be checked prior to Trustees recommendation to the BoS. Trustees agree that Northeast Masonry has the recommendation of the NH Preservation Alliance so already vetted.
- Michael motions to present to the BoS Northeast Masonry as our recommended contractor. Roy Dennehy seconds. All Trustees are in favor of recommending Northeast Masonry.
- Jennifer suggests that a Trustee attend Zoom BoS meeting in order to address any questions. Betty and Maureen will Zoom attend.

Other Business

- Trustees will complete the NH Preservation Alliance Evaluation form at next monthly meeting
- Michael will post final report of Building Assessment to one drive and ask Preservation Company for an invoice
- Betty will get a building diagram from Chief McPherson to start the process of opening at 50% capacity.
- Maureen questions if hiring for Cristy’s position is on hold or if posted. Timing is important as potential candidates will need to shadow Cristy.

Meeting was adjourned at 9:34 AM

Respectfully Submitted

Lisa Thornton

Lisa Thornton,
Searles School & Chapel Board of Trustees Secretary

Addendum:

Summary of discussion between Betty Dunn and Dave Sullivan as reported in her July 6, 2020 email

- Exterior Painting: Dave is not certain if funding is available in the maintenance account but recommended having Bill Johnson provide a ball park figure for painting. Bill Johnson agreed to provide a general estimate
- Dave sent official letter to the approved stonework bidder as well as the 3 bidders which were not recommended. The trustees will need to get a final contract approved by Dave. Maureen, as contact person, has been included in these correspondences.
- Dave recommended that Betty speak with the fire chief regarding reopening requirements e.g. calculating capacity and layout (6 ft distancing). Asst. Chief Brady will meet with Betty to discuss.