

**West Branch Facilities Advisory Committee Meeting
Minutes 12/16/13**

Mr., Hatfield opened the meeting thanking everyone for their time and input during the facilities planning process.

John Darveau from Structure Architects gave a brief overview of the site plans as presented previously at the November meeting. The only change to the elementary site plan was keeping part of the middle school building (where the 5th grade pod is) for central office space. He did not feel this is the best use of space or dollars but is an option to consider. Committee members expressed concern about traffic flow behind the lunch room on Foster Street. Darveau expressed that this would only be used for deliveries for food service, it would not be used for parent drop offs. The committee also said that the current site plan has a rather long entrance/walk-way from the parking lot to the actual entrance. This would be difficult for those students with handicaps. Darveau said it is possible to put in a connecting road from the parking lot to the entrance. This could be used only for those with handicap or deliveries.

Mrs. Klinkkammer gave a brief overview of the District's current PPEL and SAVE funds. Yearly income for both funds brings in approximately \$1.2 million per year. We expect the coming years to be consistent with that. Expenses for both funds average about \$800k per year. The net increase of PPEL/SAVE has been around \$200k. Some examples of expenditures out of the PPEL fund are equipment greater than \$500, Apple Computer leases, major HVAC repairs, and roofing repairs. Bond payments are the major expenditure out of the SAVE fund however some others would be major electrical service/repair, geothermal maintenance and any other major repairs related to capital projects. These funds will provide the District a means to accomplish some of the components of the master facilities plan throughout the next few years.

Mr. Hatfield and Mrs. Klinkkammer have completed a draft of the District's 15 Year Master Facilities Plan's Long-term Phased-In Funding Stream. Hatfield presented it to the committee and explained the different phases of the plan. There are five phases and each phase addresses short term projects and long-term vision and goals to meet the Board and FAC committee's vision and goals.

Discussion was held after the plan was presented. The main concern of the committee was addressing the HVAC concerns at the High School. The professional advice gathered by Mr. Hatfield and the architectural team indicates it maybe more cost effective to time up the installation of a new HVAC system with the possible building of new additions. Joe Lande said that he is continually working on the system to make it comfortable for students and he is looking at a couple options that would help the system work more effectively.

The committee also noted that the geothermal in the elementary is really working well, saving the District money and providing the students with a comfortable educational environment no matter what the weather conditions are.

In closing the committee did not have any concerns with the Plan presented. Chris Bower and Jodie Yeggy will work together to provide a report to the Board on January 13, 2014 at 6:00 p.m. Hatfield again thanked everyone for all of their support and input provided. A good vision for the future of the District regarding short term and long term facility projects has been generated. Mr. Darveau has also done an outstanding job of incorporating input and developing footprints of future buildings and grounds for the District.