

COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE  
FACILITIES/CAPITAL BUDGET COMMITTEE  
July 31, 2009

In Attendance: Chair Robert Mallat, Paul Holloway, Richard Heath, Steve Budd, Mike Marr, Will Arvelo, Lynn Kilchenstein, Mark Edelstein, and Richard Gustafson.

Also in attendance: Alice Mowery, Amber Wheeler, Joanne Berry, Melanie Kirby, Gloria Bacon, Scott Osgood and Shannon Reid.

The meeting was called to order at 9:05 a.m. by Chairman Robert Mallat at NHTI, Concord.

1. Approval of the June 4, 2009, Meeting Minutes

VOTE: The Committee, on motion of Mr. Heath, seconded by Mallat, voted unanimously to approve the June 4, 2009, meeting minutes as presented.

2. Roosevelt School Update

Mr. Osgood reported that he has received twelve responses to the RFP for architectural services. Six firms were selected for further consideration. A walk-through was held on July 23 and went well; most of the building is empty.

Dr. Gustafson indicated that Attorney Naomi Butterfield will be preparing a legal agreement with the Keene School District regarding the closing/vacating of the building.

It was explained that all our buildings are still State property and thus covered by Risk Management. A process is in place to add newly-acquired buildings to the coverage.

Mr. Mallat indicated that it is our goal to occupy the building by January, 2010. We will remain at the current location until that time.

**ACTION: Mr. Budd will review the current lease agreement for possible extension at the current location if needed.**

3. Naming of Lakes Region CC Main Building

LRCC had requested naming the main building after the founding president, Robert H. Turner. This requires approval of this Committee and the full Board.

VOTE: The Committee, on motion of Mr. Heath, seconded by Mr. Mallat, voted unanimously to recommend to the full Board to name the Lakes

Region Community College main building after Robert H. Turner.

Dr. Edelstein indicated that once the main entrance project is completed, an event will be planned to recognize the completion of the project and the naming of the building.

#### 4. New Projects

Mr. Osgood referred to the July 16 facilities project update and reported on the following projects:

- a) LRCC – Waterline

This project is complete.

- b) RVCC – New Boiler/propane System

Eckhardt & Johnson was awarded the bid and work has begun.

- c) LRCC New Entry

This is on schedule and should be completed by late August or early September.

- d) NCC – Site/facilities upgrades

This project is going well and completion is scheduled for early fall.

#### 5. Status of Funding Initiatives

- a) HB25

Mr. Osgood circulated the Critical Maintenance/Energy Improvements list. This is the list of items that was originally in the CCSNH request for this biennium. We also will be receiving a \$1.3 million federal energy grant from the Office of Energy and Planning. The process for receiving the \$1.3 million has not been finalized but we continue to be in close contact with OEP.

**ACTION: Request was made to have the report include all the other capital budget items – buildings and security projects.**

All the money appropriated to us in the past has been spent or encumbered.

- b) Office of Energy and Planning

Previously discussed.

c) Public Utilities Commission

Mr. Osgood reported that the two RGGI applications we submitted were not funded. We will, however, continue to submit applications for future funding.

It was noted that LRCC did receive RGGI funds (\$174,000) through DRED for training programs.

d) Other

We continue to investigate ARRA funding possibilities.

6. FY 08/09 Project Status

a) Capital, Operating, and Lapse Funded Projects - Budget Reviews

The quarterly Capital Projects Status Report was circulated. All projects are going well and on schedule.

b) Highway Signage

We have received a contract from the Department of Transportation for major highway signage for NHTI. Others changes are proceeding slowly.

c) Safety/Security Design

It was noted that we have received some college plans that have been sent to TranSystems for review.

Dr. Gustafson noted that he has told presidents that he expects each campus to hold 2-3 emergency drills this coming year.

The ConnectEd emergency notification system is in process.

New phone systems are in place at GBCC and NCC and will be in place soon at WMCC.

d) Energy/Environmental Initiatives

Previously discussed.

7. Other

a) Project Coordinator Position

Mr. Osgood reported that Steve Harvey has joined our staff.

b) FY2012-13 Capital Budget Process

Presidents have been sent an email from the Chancellor regarding the FY12-13 capital budget timelines. Enrollment trends will be analyzed to support our requests.

Dr. Gustafson indicated that colleges will be updating their six year plans. We will be analyzing enrollment, determining how our facilities, including our new buildings, are being utilized, and determine the need to rehab our old buildings.

NEXT MEETING: September 10 at 9:00 a.m. NHTI, MacRury Hall.

The meeting adjourned at 9:45 a.m.

Respectfully submitted,

Marie Anne Mills  
Assistant to the Commissioner