

COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE  
FACILITIES/CAPITAL BUDGET COMMITTEE  
September 10, 2009

In Attendance: Chair Robert Mallat, Paul Holloway, Steve Guyer, Richard Heath, Steve Budd, Kim Trisciani, Ron Rioux, David Paquette, Lucille Jordan, and Richard Gustafson.

Also in attendance: Mike Marr, Alice Mowery, Tim Fontaine, Amber Wheeler, Marie Marcum, Joanne Berry, Melanie Kirby, Gloria Bacon, Scott Osgood, Steve Harvey, 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 July 31, 2009, Meeting Minutes

VOTE: The Committee, on motion of Mr. Paquette, seconded by Mr. Heath, voted unanimously to approve the July 31, 2009, meeting minutes as presented.

2. Status of FY 2010-11 Funding Initiatives

Mr. Steve Harvey, Project Designer, was introduced.

Mr. Osgood reported as follows:

- Nashua CC – New building

Nashua has renamed the building to: Health Sciences and Humanities Building.

The design funding for this project was received in the last biennium; bidding is planned to begin October 6. The structural steel package will go out to bid early.

- Roosevelt School

An interview process with two other firms was held, with Lavallee Brensinger showing the best team for the rehabilitation of the building. The survey company will be identified soon.

Mr. Budd indicated that RVCC has extended the current lease to June 30, 2010.

- MacRury Renovations

We have received 15 applications to design the renovations for MacRury Hall. A short list of three will be selected to interview.

b) Critical Maintenance (Safety and Security)

- Individual campus summaries

The 2010-13 critical maintenance items by campus report was circulated and explained. The GBCC plan has not been finalized.

Trustee Mallat noted that low-cost items on the lists should not be funded through the capital budget; these should come out of operating budget.

Mr. Osgood explained that this is a list of critical maintenance items. Funding source (capital, operating, ARRA) has not been identified.

c) Office of Energy and Planning.

Work to be funded through the OEP is on the established lists. We will work with OEP to assure the process is executed as required.

### 3. Current 2009 Projects

Mr. Osgood referred to the September 10, 2009 facilities project update and reported on the following projects:

a) RVCC – New Boiler/propane System

Work is underway. The project will also provide a broad based Energy Management System for RVCC.

b) LRCC New Entry

The granite for the steps is scheduled to arrive September 14 and entry should be finalized within a week after.

c) NCC – Site/facilities upgrades

Work is complete with a variety of code, building and site improvements.

#### 4. FY 08/09 Project Closeout Status

##### a) Capital, Operating, and Lapse Funded Projects - Status Reviews

- Manchester Automotive Training Center

The building is occupied. The building commissioning and LEED certification is underway.

Discussion followed on the floor (slab on grade). It was strongly encouraged to document all the issues.

- Manchester Community College Fire Alarm Upgrades

The fire alarm and sprinkler is in the mostly completed. Final work is in the Carpenter Lab which currently stores the modular house the students built.

- Great Bay CC

The building is substantially complete with the building fully occupied. Parking is a major issue. A meeting with PDA will be held Thursday. They have offered 37 spaces at their old building. We are also working with neighbor businesses for possible spaces. Offering shuttle services is also being considered. An extended problem is that GBCC is offering another 8-week semester. A variety of solutions are under discussion.

- White Mountains Wellness Center & Renovations

The Wellness Center renovations are completed. There is, however, an issue with the boiler exhaust. A design is underway to resolve this issue.

- River Valley Renovations and One Stop

Heating control continues to be an issue. A proposal from a controls firm has been received.

- NHTI Health Center

Work is completed and LEED certification is underway.

- NHTI Capital Project – Sweeney Windows

All of the 08-09 critical maintenance projects are substantially completed except for the windows in Sweeney Hall.

b) Highway Signage

Some highway signs have been replaced on I93 by DOT. We continue to work with them.

c) Safety/Security Design

Meetings with the colleges to coordinate design and training are underway.

d) Sustainability Goals

Mr. Osgood has met with Plant Maintenance Engineers to review the status of mechanical system and controls. We continue to track energy consumption partnering with the State Energy Coordinator. Some colleges have energy management systems. Our goal is to decrease energy consumption with more energy efficiencies. A plan to modernize and track energy issues is underway.

Question was raised as to HVAC service contracts. Some have contracts and others use their own forces to maintain equipment. The importance of appropriate training for maintenance staff was voiced.

5. Other

Dr. Gustafson reported on several items as follows:

a) System Office Space

We have issued an RFP to address System Office space needs and have visited some potential sites. We are currently pursuing potential space at NHHEAF. NHTI has already expressed interest in using the existing annex building while MacRury is being rehabilitated.

b) Aviation Project - Keene

We have received calls from the Keene delegation regarding the aviation project. Work with airlines and our US delegation to fund the program has not been successful. We have suggested shifting the program from a Community College initiative to a Monadnock economic development initiative. We would provide all the information we have gathered to date and would support their initiative. They are investigating this possibility and were pleased with the outcome of the conference call.

c) Automotive Capital Budget

A conference call was held with the Presidents of MCC, LRCC, NCC and WMCC along with the automotive faculty involved to discuss the roundtable meeting report. Another work session will be held in November to focus on enrollments, graduate success,

curriculum information, space utilization, and tracking system for auto students from registering to leaving.

The plan is to submit an automotive capital budget proposal as a System.

d) Stratham Building – Purchase and Sales Agreement

A change to the current P&S agreement for Stratham building is being proposed. Webster Care's initial financing has been delayed due to rates for financing. All is moving forward positively but the change would move the closing date to June, 2011. A new timetable has been developed. The amendment has been signed and now will go before the Long Range Planning and Utilization Committee for approval.

Question was raised about Running Start automotive courses. Some of the Career & Technical Centers want to offer a RS course over a two year period rather than one year. Dr. Gustafson explained that this is a NEASC issue. RS Coordinators are reviewing all courses we offer for academic integrity. The courses offered at high schools have to be the same course offered at the colleges. The issue is more with technical courses than general education courses.

NEXT MEETING: October 15 at 9:00 a.m. NHTI, MacRury Hall.

The meeting adjourned at 10:05 a.m.

Respectfully submitted,

Marie Anne Mills  
Assistant to the Commissioner