



SCHOOL ADMINISTRATIVE UNIT #51

23 Oneida Street, Unit 1

Pittsfield, New Hampshire 03263

Phone: (603) 435-5526 • Fax (603) 435-5331

Dr. Sandie MacDonald- Superintendent of Schools

**PITTSFIELD SCHOOL BOARD
FACILITIES COMMITTEE DRAFT MINUTES**

September 10, 2025, 4:30 P.M.

SAU Office
Oneida Street

1. Attendees
 - a. Kristen White, PES Principal
 - b. Erik Anderson, PMHS Principal
 - c. Dr. Sandie MacDonald, Superintendent
 - d. Rheana Anderson, Financial Manager
 - e. Peter Marston, PES Facilities
 - f. Jim Dawson, PMHS Facilities
 - g. Ed Bell, PMHS Facilities
 - h. Sandra Adams, PSD School Board Chair
2. Call to Order
 - a. The meeting was called to order at 4:30 pm by Superintendent MacDonald
3. Approve Minutes
 - a. The minutes were reviewed and approved on a motion by Superintendent MacDonald, second by Erik Anderson. All in favor.
4. Set Schedule
 - a. The Committee will meet on the 2nd and 4th Wednesday of the month.
5. Review Facilities List
 - a. The Committee reviewed the current list of facilities projects.
 - b. The following items were added:
 - i. Scanning system for building entry.
 - ii. Swing gates for elementary school.
 - iii. PES roof repair/replacement
 - iv. Drake field projects (roof on gazebo, dugouts, grandstand; mason work at grandstand; sprinkler system.
 - c. Hot water heaters
6. Discuss Priority Setting
 - a. Each member of the Committee will assign priority order to the list of items and bring list to next meeting for a collaborative priority and goal setting session.
 - b. Funding was discussed. Are there Federal funds?

- c. Peter, Ed, Jimmy, Rheana shared information regarding the fire panel work. There may be an alternate company that could perform the work for less money. They will follow-up, schedule the work (already Board approved) and report back.
 - d. Jimmy and Ed will have the shingle repair completed on the PMHS roof prior to the cold weather and snow season.
 - e. An RFP for plowing and sanding will be published in the next week. The previous contractor caused a lot of damage. Video footage will be reviewed for potential financial recovery from the contractor.
 - f. Sandie shared she saw Saunders Food truck back into and bend the basketball hoop at the elementary school. Sandie reported the damage and incident to the PES front office staff. And alerted them that the driver would like be in to report as well.
7. CIP – Town Forms
- a. Grateful for the Committee joining the CIP meeting with the Town together. The Committee will continue to prioritize items and will integrate with EEI report once received. Once that work is done, the Committee will complete the appropriate forms to be included in the Town's CIP.
8. Washout Repair – Art St. Laurent has been in contact with Peter Marston regarding the town assisting with the washout. Peter will follow-up with Art and Noel.
9. Plan Next Meeting
- a. Next meeting the Committee will work on prioritizing the list of needs, grouping items together and taking next steps in obtaining accurate price estimate
10. Adjournment – 5:55 pm.