



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

Meeting Minutes

Date: September 25, 2025

Time Called to Order: 4:31 PM

Present:

Erik Anderson
Kristen White
Rheana Anderson
Eric Nilsson
Adam Gauthier
Ed Bell
Jimmy Dawson
Peter Marston

1. Call to Order

The Facilities Committee meeting was called to order at 4:31 PM.

2. Approval of Minutes

Minutes were approved as amended. Correction: Committee meetings will be held on the second and fourth Thursday of each month (not second and third).

3. Facilities Updates

- Rymes is currently contracted as the propane provider at PES.
- Eastern is the propane provider at PMHS.
- Oil consumption at PMHS in FY25 was just under \$25,000.
- Jimmy provided a map of oil and propane placement.
- Sandie, Jimmy, Ed, and Peter will meet with Mike Davey on October 1 to determine if an installation agreement exists with Rymes; no documentation is currently present at the SAU office.
- Sandie is working with Cara Marston, Town Administrator, to explore group rates for oil and propane.

4. Energy & CIP Audit

Mike Davey will meet with the Facilities Team and Superintendent MacDonald on October 1 to review the energy and CIP audit. Roof inspections will be completed prior to the meeting. Mike Davey will present findings to the Pittsfield School Board on October 2.

5. Budget Review – FY25 and FY26

The Committee reviewed FY25 budget items and classifications in preparation for FY26 budget planning. Priority items discussed include:

- Security system – consolidation of alarm companies and necessary repairs
- Alarm for school freezers
- Re-keying of PMHS
- Security doors at both schools
- Repairs to the gazebo at Drake Field
- Repairs to the roofs at Drake Field
- Washout at Drake Field has been filled with rock; this should last through the winter but is a priority project for FY26
- High school requires a new snow blower – a safety concern to be reviewed immediately
- Girls Locker Room heat is not functional and requires immediate repair. This is an unbudgeted item and will require replacing another item in the budget.

6. Assignments and Follow-Ups

- Peter, Jimmy, and Ed will work on alarm pricing.
- Jimmy and Ed will research snow blower options and schedule repairs for the locker room heat.
- Sandie will contact door companies for updated bids.
- Jimmy will contact lock companies for rekeying pricing.
- Jimmy will email Jay Darrah regarding irrigation at Drake Field to confirm usage if costs are incurred.

7. Other Business

- No bids have been received for plowing services.
- Eric Nilsson reported a final estimate for the Drake Field water project should be available at the October 2 Board meeting. If no estimate is provided, the District will move forward with current estimates.
- Sandie noted the electricity bid contracted last year is lower than the town's contracted rates, but the school and town are on different renewal cycles.
- Video reviewed (with help from Dusty Durant and Peter Marston) confirmed a Saunders Truck backed over the PES basketball hoop. Sandie contacted the owner, who directed her to the Saunders office. The SAU will follow up for repair/replacement.

8. Adjournment

The meeting adjourned at 6:15 PM.