
**JOINT SPECIAL SCHOOL BUILDING COMMITTEE MEETING
THURSDAY, JULY 24, 2025
NHS NORTH BOARD ROOM**

A meeting of the Joint Special Building Committee was held at Nashua High School North on Thursday, July 24, 2025. Mr. Dowd called the meeting to order at 7:30 p.m.

Present: Mr. Dowd, Ms. Wilshire, Ms. Timmons, Mr. Sullivan, Mr. Lopez, Ms. Raymond, Ms. Bishop, Mr. Johnson, Ms. Daniels-Williams and Ms. Prinn

Also Present: Mr. Shawn Smith, Mr. Brendan Arel, Mr. Michael Space

Also Present: Members of the Public, Channel 22 Videographer

PREVIOUS MEETING MINUTES APPROVAL – June 26, 2025

*Alderman Dowd moved to waive the reading of the JSSBC meeting minutes of June 26, 2025, accept them and place them on file. **Approved***

REMARKS BY CHAIRMAN – Alderman Dowd

Thank your coming this evening, it should be a short meeting.

SCHOOL ADMINISTRATION – Shawn Smith

The next meeting on August 28th can start at 7:00 pm as The Nashua Goes Back to School will be held on August 21st.

CONSTRUCTION MANAGER'S REPORT – HARVEY

Birch Hill & Main Dunstable Elementary Schools – Mr. Brendan Arel

- The transformer replacement at Main Dunstable is complete – six (6) total days.
 - Worked very closely with Eversource and the utility companies to limit the amount of rework, which in turn, limited quite a bit of site work and helped reduce some of the allowances included in the PCO, which will come back as savings to the project.
- All of the sidewalks at both schools are now complete and the plates installed for security bollards.
- The pavement milling is complete (ripping up the existing pavement to prep for some of the seal coating and crack sealing and other work). Many of the other areas will be fully repaved or overlaid.
 - At Main Dunstable, the exit to Clark Road was beyond repair. That area will be taken down to the gravel and fully redone. Coordinated with the DPW to open up a road permit.
- Next week Morins will come in to dress up some of the landscaping in the front of the schools and help bring it back to a state of completion prior to the student return in late August.
- Fencing is now fully completed at Main Dunstable. Next Friday is our anticipated completion date for Birch Hill. Harvey and the district grounds' crew worked together to modify one of the gates to ensure it is a 10-foot width and allows all the vehicles and traffic to get in there to do cleanup.
- The flooring replacement at MD has been completed after asbestos was identified earlier this year. We held off until the summer to perform this work.
- At MD, the countertop in the nurse's office was waterlogged and deteriorated; it was replaced with similar countertop in other area of the school. The cabinets were painted as well.
- The new sloped granite curbing has been replaced around the perimeters of the parking lots (for both schools).
- The BH portable classroom modifications have been completed to ensure that they are in a permanent state including the permanent electrical provisions in accordance with Eversource and utility requirements.
 - Work was done with the NFD to bring in the permanent fire alarm connection, redo the Master Box cabling, and all items needed to ensure compliance.
 - The portables passed inspection. Finishing the installation of ADA handrails and some other minor elements.

- At Main Dunstable, the elevator passed inspection and certification is pending. We have passed our final building inspection at Main Dunstable and Birch Hill has been signed off since February. All documentation has been submitted to the city. The final piece of the puzzle to close out the two projects will be a site walk from Harriman, the architect which is planned for August 25. Harriman will then provide a letter certifying the ADA accessibility of the sidewalks that will go to the city. That's the final piece to close it out on their behalf. Then from there, Harvey will close out documentation and in October time frame, the final PCCO will be presented to JSSBC to close out the project.

New Searles Elementary School – Mr. Mike Space

- The two classrooms have been transferred into the new office space.
- Metal work for the new fascia and soffit are underway which will tie into the roof and new gutter on the front of the canopy.
- The sidewalks to the front entry are being graded and measuring for guardrails and handrails.
- A floor grate is being added into the sidewalk near the entry for messy shoes or wind-drawn rain.
- The architect is working on a new main entry sign since we there are three doors in the front of the building that may be confusing.
- The entire front sidewalk will be replaced.
- The week of July 28th, new windows will be installed. They will each have an awning window that can be opened for air flow.
- A transaction window will be added so staff can speak to people and pass through items, i.e., lunches.
- The assistant principal's office is moving along quickly - ceiling and lighting is being installed.
- The vestibule walls are tiled and painted.
- The first-floor bathroom is also tiled and painted. The finishes will be installed next week.
- The original main office is being transformed to OT/PT area and a classroom.
- The old conference room/teachers' room was changed into a large classroom.
- The rough end for the radiant heat has been completed.

PCOs and PCCOs

1. PCO #004 (NSES) – Replace existing receiving door – five-foot wooden door with plexiglass vision to be replaced by a 6-foot metal door with security glazing.

Alderman Sullivan moved to approve PCO #004 to replace the receiving door for the New Searles Elementary School in an amount not to exceed \$22,953.36. So voted unanimously.

2. PCCO #001 (NSES) including PCO #001 and #002 - Replace existing switchgear and sidewalk.

Alderman Wilshire moved to approve PCCO #001 (PCO #001 and #002) for New Searles Elementary School in an amount not to exceed \$230,389.10. So voted unanimously.

UPDATE ON STELLOS: Shawn Smith, Brendan Arel, and Rick Dowd

The contractors have completed putting down the new turf, replaced the bushes, replaced a fence around the entire field itself, put up brand new nets and goal posts behind the football goal posts for any balls that go farther to get caught by the net, bought a new field groomer (received) for Parks and Rec. to groom the field as needed, repaired the rubber membrane roof, replacing the rolling doors over the press box window (scheduled for this week), repainting the concourse ceiling, repainting the locker room floors (this week), and replace the lighting after the ceiling is painted. All that's in process and we still have \$157,000 in contingency. There will be funds left over at the end of the project.

OTHER UPDATES: Alderman Dowd

The Lions Club is donating a tree for McCarthy Middle School. We made sure it was going to be planted in a location that didn't have anything underneath that would cause issues later. The Lions Club has agreed to pay the total installation for the tree and the tree itself. They agreed to use Morins to purchase a low-growing tree.

There are two trust funds for school maintenance. One is listed as deferred maintenance, which it isn't, because that's not where the deferred maintenance is kept by the city. But it says deferred maintenance. It was written decades ago, and it's been earning interest totaling \$35,000 in the account. Because of the issues with the school playgrounds, I have submitted legislation to allocate this money for that purpose. It will change the spending authority from the Board of Aldermen to the Board of Education and be strictly used for the repair of existing playgrounds.

INVOICE APPROVAL

Invoice Approval – [View Invoices](#)

- a. Allied Universal Invoices, Total \$6,584.36
 - i. Invoice #INI-910427660 - \$6,584.36 – Birch Hill
- b. Harvey Invoices, Total \$969,566.71
 - i. 2022-021, Application #27, \$87,253.86 – Birch Hill
 - ii. 2024-001, Application #3, \$607,204.05 – New Searles
 - iii. 2022-020. Application #27, \$275,108.80 – Main Dunstable
- c. Kaloutas & Co., Inc, Invoice, Total \$21,661.20
 - i. Application #1, \$21,661.20 – Stellos Stadium
- d. Rhino Shield of New England Invoice, Total \$27,166.66
 - i. Invoice #01, \$27,166.66 – Stellos Stadium – Deposit will be paid on 7/25/25
- e. Turner Group Invoice, Total \$15,059.00
 - i. Invoice #29324, \$9,639.00 – Pennichuck Middle School
 - ii. Invoice #29323, \$5,420.00 – Birch Hill and Main Dunstable

Birch Hill/Main Dunstable Invoices: \$374,367.02

Pennichuck Middle School: \$9,639.00

Security Vestibule Invoices: \$607,204.05

Stellos Stadium: \$48,827.86

Total Invoices: \$1,040,037.93

Alderman Timmons moved to approve the invoices in the following order Birch Hill/Main Dunstable Invoices: \$374,367.02; Pennichuck Middle School Invoices: \$9,639.00; Security Vestibule Invoices: \$607,204.05; Stellos Stadium Invoices: \$48,827.86; for total invoices to be paid: \$1,040,037.93. So voted 9-1.

COMMENTS BY COMMITTEE MEMBERS

- Alderman Timmons will not be at the next JSSBC meeting
- This will be Alderman Lopez's last JSSBC meeting.

Ms. Daniels-Williams moved to adjourn. Motion passes 10-0 at 8:16 pm.

Submitted by Tara C. Kinsella