
**JOINT SPECIAL SCHOOL BUILDING COMMITTEE MEETING
THURSDAY, DECEMBER 18, 2025
NHS NORTH BOARD ROOM**

A meeting of the Joint Special Building Committee was held at Nashua High School North on Thursday, December 18, 2025. Alderman Dowd called the meeting to order at 7:00 p.m.

Present: Mr. Dowd, Ms. Wilshire, Ms. Gregg, Mr. Sullivan, Ms. Raymond, Mr. Johnson, and Ms. Prinn

Also Present: Mr. Shawn Smith

Also Present: Members of the Public, Channel 22 Videographer

PREVIOUS MEETING MINUTES APPROVAL – November 20, 2025

*Alderman Dowd moved to waive the reading of the JSSBC meeting minutes of November 20, 2025, accept them and place them on file. **Approved***

REMARKS BY CHAIRMAN – Alderman Dowd

- Thanked everyone for being in attendance and said it should be a short meeting.

Mr. Shawn Smith

- The proposed JSSBC calendar for 2026 is presented with a change to the February date; otherwise, it is approved and will be input to the BOE and BOA calendar

CONSTRUCTION MANAGER'S REPORT – Harvey Construction

- No new information for December 2025. Harvey will be completing some work in February 2026.

McCarthy Middle School

- Mr. Smith reported a fire inspection at McCarthy Middle School revealing a missing sprinkler head in the mechanical room.
- The fire department considers it a non-emergency but expects it to be addressed in future inspections.
- Mr. Smith recommended using construction funds to cover the \$6,480 cost for the sprinkler head and an additional \$1,000 for a potential engineering drawing.
- Ms. Raymond expressed confusion about the issue being noticed 13 months after the school's opening.
- Alderman Dowd explained the new fire marshal's interpretation and the need for the sprinkler head as a safety precaution.

Ms. Raymond moved to approve the contract with John L. Carter Sprinkler Company in an amount not to exceed \$7,480.00 for Brian McCarthy Middle School. So voted unanimously.

- Mr. Smith discussed ongoing mechanical issues at McCarthy, including dust and bug accumulation in ductwork.
- The architect will design and cover the cost of access doors for screen replacements.
- Additional issues include sawdust escaping from the wood shop and the need for a new filtration system for the water supply.
- The total cost for the mechanical work is \$41,014.08, with the architect covering the design changes.

- Alderman Dowd confirms the availability of funds to cover the mechanical work and filtration system.
- Ms. Raymond questions the cost of the design flaw and the responsibility for the issue.
- Alderman Dowd and Mr. Smith provide examples of past design flaws and the decision not to pay for them.

Alderman Wilshire moved to approve a proposal for Palmer & Sicard, Inc., in the amount of \$41,014.08 for mechanical work at McCarthy Middle School. So voted unanimously.

INVOICE APPROVAL

Invoice Approval – [View Invoices](#)

- a. eBay, Total \$1,110.00
 - i. New purchase - \$1,110.00 – Brian S. McCarthy Middle School
- b. EEI, Total \$60,000.00
 - i. Application #16A, \$30,000.00 – Birch Hill
 - ii. Application #16A, \$30,000.00 – Main Dunstable
- c. Harvey Construction, Total \$31,201.00
 - i. Invoice #25-039, 31,201.00 – Brian S. McCarthy Middle School
- d. S.W. Cole, Total \$1,015.58
 - i. Invoice #131120, \$1,015.58 – New Searles
- b. Lavallee Brensinger Architects., Total \$360.65
 - i. Invoice #22976, \$360.65 – Stellos Stadium

Birch Hill/Main Dunstable Invoices: \$60,000.00

Middle School Invoices: \$32,311.00

Security Vestibule Invoices: \$1,015.58

Stellos Stadium: \$360.65

Total Invoices: \$93,687.23

Ms. Wilshire moved to approve the invoices in the following order Birch Hill/Main Dunstable Invoices: \$60,000.00; Middle School Invoices: \$32,311.00; Security Vestibule Invoices: \$1,015.58; Stellos Stadium Invoices: \$360.65; for total invoices to be paid: \$93,687.23. So voted unanimously.

- Alderman Sullivan inquired about the financial tracking for the Stellos Stadium project, and Mr. Smith confirms there is plenty of money left.
- Alderman Dowd and Mr. Smith discussed the importance of completing the sidewalk at Stellos Stadium.

COMMENTS BY COMMITTEE MEMBERS

- Alderman Dowd wished the committee a Merry Christmas and Happy New Year.

Ms. Raymond moved to adjourn. Motion passes 7-0 at 7:29 pm.

Submitted by Tara C. Kinsella