

DANVILLE SCHOOL BOARD: UNAPPROVED MINUTES  
BUILDING COMMITTEE MEETING FEBRUARY 8, 2023

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**Danville School Board  
Building Committee Meeting  
Wednesday, February 8, 2023, 6:00pm  
Danville School Room 501 & Zoom Teleconference  
[Video Recording Available](#)**

**School Directors Present:** Clayton Cargill, Tim Sanborn, Dave Towle, Molly Gleason

**Planned Absence:** Melissa Conly

**School Administrators Present:** Elementary Principal Sarah Welch, Facilities Director Shawn McNamara, Technical and Experiential Learning Director Dave Schilling

**Public:** Eric Hewitt, Mary Beattie, Bruce Melendy, Lance Horne, Stacy Andre, John Blackmore, Doug Pastula, Rob Balivet, Rhiannon Esposito, Alison Despathy

**Agenda**

1. **Call meeting to order:** Clayton called the meeting to order at 6:00pm. Introductions were made around the room.
2. **Additions/Changes to the Agenda - (Proposed additions or deletions/Possible agreement):** None
3. **Discussion:**
  - **Finalize Committee Membership:** Clayton stated that committee membership is final as of this meeting. Going forward, community members can ask questions and comment in the public input section on the agenda and review prior meeting materials to get caught up.
  - **Updates from Previous Meetings:**

Concept Letter: Clayted reported that Mark submitted a concept letter for a US Department of Energy grant for \$1.1M for all seven schools in the supervisory union. Danville's portion will cover 10 air handlers for the roof, lighting, and the HVAC system. If awarded, the grant would cover 95% of the project costs, and the school would be responsible for 5%. There will be other opportunities to resubmit if the concept letter isn't approved.

Shawn McNamara, Facilities Director: Shawn reported that he looked into utiliduct, a way to repair systems within building walls without removing them. It is an option to explore further. He shared a printed map of a flat area by the school that could fit two

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standard trailers (15'x40'). Sarah shared that the preschool would not fit in this space.

Pope Library: John Blackmore reported that the Pope community space is available to the school and about 900 sq ft, 30'x30' with a bathroom and kitchen on the first floor. Discussion on whether the space is 900 sq ft, agreement that it is at least 600 sq ft.

Preschool: There was further discussion on the preschool and whether they can be moved to the trailer space (the map area Shawn shared). Sarah stated that there are strict regulations for preschool. The size of the trailers wouldn't support the number of students in current classrooms. There is no other space available in the building for them due to the bathroom requirement for each preschool classroom. Preschool is also the hardest to accommodate because of state licensing. There are four classrooms with bathrooms and outdoor egresses, and they are used for preschool and kindergarten. The classroom by the gym is challenging for preschool because the bathroom is outside the room and requires an adult to bring them and two adults to stay back in the classroom. The preschool is expected to have a waiting list for several years, and there is no other place to put them in the building.

Dave S. added that the requirement for preschool is 35 sq ft per child. Currently, there is capacity for 15 students per classroom, 525 sq ft minimum total for the classroom space. They would use 700-1,000 sq ft.

The committee continued to discuss many of the same ideas and topics discussed at previous meetings. A list of ideas shared to date can be found [here](#), and a list of questions is [here](#).

The committee was in favor of Rob asking Beth Kanell to facilitate meetings. Rob shared that she has worked with the Energy Committee and the Train Station Committee. She charges around \$100/session. Rob will reach out to Beth and see about setting up a meeting with Clayton, Beth and Rob to prepare for the next meeting.

Actions Items:

1. Rob will contact Beth Kanell about facilitating
  2. Tim will reach out to the company that did mission and vision work at the school where he is employed
  3. Shawn will follow up with Pat McLaughlin about building code triggers.
  4. Molly will reach out to [NESDEC](#), a non-profit organization that works with schools on strategic planning and offers reports including enrollment projections.
  5. Waiting on: US Department of Energy concept letter determination and the building assessment results from the State of Vermont.
- **Building Options (discussion/breakout groups):** The committee did not discuss this agenda item and did not break out into groups.

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- **Scheduling of Ongoing Meetings / Next Meeting Date:**

The next meeting will be held on March 22, 2023 at 6pm in room 501

Agenda items: Long term plan for the school and additional items from Beth if she is hired.

**4. Public Input:** None

**5. Adjourn:**

MOTION: Tim moved to adjourn at 7:32pm, Molly seconded, all in favor.

**Respectfully submitted by Molly Gleason, Clerk, February 10, 2023**