



Northern Essex Community College

Finance Committee Minutes

Student Center, PDR, Room SC 214, December 2, 2015

Attendees: D. Bertolino, M. Bixby, R. Correia-Branco, R. Haskell, E. Hayes-Johnson, S. Lancaster, P. Machado, A. Morse, L. Nadeau, C. Nuncio, R. Silva, L. Buckley

Guest: David Gingerella

Chair Andy Morse called the meeting to order at 2:00 pm. The Nov. 18th minutes were approved.

David Gingerella discussed the following topics:

Swing Space: We are on track, moving very swiftly. The third floor of the library is 85 to 90% completed. Upon completion by the end of December or beginning of the January, IT equipment will be moved to the second floor. Mike Hearn and his assistant will move to the third floor. Classrooms will be ready by January 15th.

Buildings B and E: Foundation pads are being prepared for the central air conditioning units. New lights and electronics will be completed in March. As rooms are ready, people will move from Spurr in order to avoid renting space for storage, with existing furniture used in the swing space.

Opportunity Works will house CIT, the Observer, Marketing and Communications, and about 9 classrooms.

Professional Development will move to Dimitry in January.

In order to control the noise, the **Gymnasium** is being updated with acoustic material placed on the walls.

The **Student Center Classroom** will have an insulated wall and flooring with either carpet or tiles.

Spurr is on track with one change in scheduling. Due to the other state Capital Investment needs, our original plan of hard construction beginning in May or June is being pushed to July. This is the beginning of the new fiscal year. This change will not effect the proposed completion date of July, 2017. Faculty offices will return to their original places unless there is an academic decision to change.

The Union Lounge is moving to the second floor, since the original Union Lounge area is now a Green Room for the theater. The new Lounge area will have carpeting, a sink, and access to restrooms. Construction projects should be going out to bid in the next four to five weeks.

Faculty Assignments: Until our plans are coordinated with our union colleagues, we do not have this information. This is a partnership affecting people's lives. We are trying to arrange our meeting schedules in order to finalize these details.

Storage Units: In February, two permanent steel structures, used for storage during the renovation project, will be located near the facilities building. Theater equipment will be stored in one, while the other will be used for general storage. After Spurr is completed, the storage units will be used by facilities and athletics.

Dimitry: We are hoping that Dimitry will be renovated during the summer of 2017, as the windows and siding need to be replaced, along with the addition of a handicap accessible ramp at the entrance.

420 Common St. Buildout on the second floor is contingent on our four-year partner institutions' involvement.

Other Issues:

A lengthy list of Deferred Maintenance projects, completed in the last three years on both campuses, was distributed.

El Hefni and Tech Center buildings continue to have heating and cooling issues. David encouraged all to report by email to him any issues, so that he can facilitate a solution in cooperation with Facilities and DCAMM. This continues to be a very challenging problem, due to the complexity of the systems. Lesson learned: the air conditioning in the Library has been rebuilt, not replaced, and the new Spurr systems are simple, in order to avoid the problems of more complex systems.

Next Meeting: Dec. 16th in PDR

Respectfully submitted by Linda Buckley

December 8, 2015