

# BARRE SUPERVISORY UNION DISTRICT #61

Barre City Elementary & Middle School / Barre Town Middle & Elementary School / Spaulding High School / Central Vermont Career Center

*Lisa Perreault*  
Business Manager

*Jacquelyn Ramsay-Tolman M.Ed., CAGS*  
Director of Curriculum, Instruction, and  
Assessment

*Carol Marold*  
Human Resource Coordinator

*Emmanuel Ajanma*  
Director of Technology

*Benjamin Merrill*  
Communication Specialist

**John Pandolfo**  
Superintendent of Schools

—  
120 Ayers Street  
Barre, VT 05641  
Phone: 802-476-5011  
Fax: 802-476-4944 / 802-477-1132  
www.bsuvt.org

—  
***Doing whatever it takes to ensure  
success for every child.***

*Donald E. McMahon, M.Ed.*  
*Stacy Anderson, M.Ed.*  
Co-Directors of Special Services

*Sandra Cameron, M.Ed., MOT*  
Director of Early Education/Act 166  
Coordinator

*Lauren May*  
Interim Early Education Coordinator

*Jamie Evans*  
Director of Facilities

## MEMORANDUM

**TO:** SHS/CVCC Facility Committee  
David Lacroix

**DATE:** November 7, 2018

**RE:** SHS/CVCC Facility Committee Meeting  
Wednesday, November 14, 2018 at 3:30 p.m.  
SHS Library

## AGENDA

1. Call to order
2. Additions or Deletions to Agenda
3. Review/Approval of September 12, 2018 meeting minutes
4. Install of new interior safety doors with safety grant monies
5. Update status of new exterior sign
6. Discussion of CVCC relocation move
7. Other Business
8. Future Agenda Items
9. Next Meeting Date: December
10. Adjourn

Cc: John Pandolfo, John Santorello, Jamie Evans, Luke Aither, Ed Rouse, Andre Dessureau, Jason Derner, Bob Lord  
Rlord@efwall.com, Jeff Norway [Jeff@norway-sons.com](mailto:Jeff@norway-sons.com), Gary Clark [gclark@batesmurrayinc.com](mailto:gclark@batesmurrayinc.com), Penny Chamberlin,  
Brenda Waterhouse, Patricia Meriam, Paul Malone, Joe Blakely, Tim Boltin

## BOARD MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

**DRAFT**  
**SPAULDING HIGH SCHOOL**  
**FACILITIES COMMITTEE MEETING**  
Spaulding High School Library  
September 12, 2018 - 3:30 p.m.

**MINUTES**

**COMMITTEE MEMBERS PRESENT:**

David LaCroix - Chair  
Luke Aither, Assistant Principal  
Jason Derner, Assistant Director Central Vermont Career Center  
Jaime Evans, Facilities Director  
Ed Rousse – arrived at 3:55 p.m.

**COMMITTEE MEMBERS ABSENT:**

Joe Blakely

**ADMINISTRATORS PRESENT:**

Brenda Waterhouse, Principal

**1. Call to Order**

**The Chair, Mr. LaCroix, called the Wednesday, September 12, 2018, Facilities Committee meeting to order at 3:34 p.m., which was held at the Spaulding High School Library.**

**2. Additions and/or Deletions to the Agenda**

None.

**3. Approval of Minutes – June 13, 2018 Facilities Committee Meeting**

**On a motion by Mr. Evans, seconded by Mr. Derner, the Committee unanimously voted to approve the Minutes of the June 13, 2018 Facilities Committee meeting.**

**4. VSBIT Grant Money, Granite Benches, Planters near Cafeteria**

Mr. LaCroix advised that the granite planter posts have been ordered. The planter posts will be used to separate the walkway from the driving lane. Additionally, 2 granite benches and 4 granite planters will be installed around the outdoor seating area by the cafeteria. The cost for granite planter posts, benches and planters is approximately \$10,000. The granite fixtures will arrive towards the end of December 2018 for installation in Spring of 2019. There are plans to weatherize and display student art work on the outside of the building. The art work display will be an ongoing rotation of various works.

**5. State Safety Grants: CVCC Exterior Door Alarms (\$24,750); SHS Interior Glass Wall Door (\$23,429)**

Mr. Evans advised that the SHS Safety Grant money will be used to construct an interior glass wall and make fire door upgrades to some of the existing fire doors.

The CVCC Safety Grant money will be used for installation of external door alarms. Preliminary research has been performed regarding various options available for door alarms. After additional research has been completed, Mr. Evans will send out an RFP. Mr. Derner advised that bullet resistant film is to be installed on exterior doors. Mr. Evans needs to research whether or not the installation of this film was included in the grant request. It was noted that the film allows bullet penetration, but prevents the glass from breaking, thus not allowing entry into the building by individuals that attempt to break the glass with bullet spray. This type of film should not be used on windows that may need to be used as an egress in the event of an emergency.

**6. BYSA Rental of Facilities Discussion**

Mr. Malone advised that he received complaints from representatives of BYSA regarding the cost associated with using the facilities. Mr. Aither advised he will locate a copy of the policy that pertains to use of facilities. It was noted that fees are necessary to keep the budget as low as possible. Entities that wish to use the facilities need to cover the costs incurred by their use. Costs can include electricity, maintenance personnel, etc. Brief discussion was held regarding the fees associated with facility use. Mr. Aither believes there are 3 different schedules, but more will be known once the policy is reviewed. Mr. Malone believes that BYSA has made substantial donations to facility enhancements and are offended by the requirement that they pay a usage fee. It was noted that the donations policy advises that all donations must be made with 'no strings attached'. It was noted that Beth Bicknell handles all rental agreements/contracts. Mr. Rousse feels strongly that given past, and anticipated future donations by BYSA, that they should be exempt from the fees rental policy. Mr. LaCroix is not comfortable asking BYSA for future donations if they are being charged to use the facilities. There were various opinions expressed regarding the need to follow policy, cover expenses, and whether or not it is

# DRAFT

appropriate to grant exemptions to the policies. Mr. Rousse believes that the SHS Foundation may be agreeable to covering the fees incurred by BYSA. This issue will be brought before the SHS Foundation.

## 7. Summer Projects Update

A document titled 'Summer Projects 2018' was distributed. Board/Committee Members had previously reviewed this document. In response to a query relating to the installation of a new centralized electric water heater (for seasonal use), it was noted that the installation of this unit allows for the generation of hot water over the summer and other times when the wood chip boiler is not in use. The wood chip boiler cannot be run in the summer. It was noted that relocation of the Phoenix Program (from off site to the SHS campus) has been working well and that student safety has improved. The relocation to the SHS Campus has resulted in savings of approximately \$14,000 (rental/electricity/copier rental/phone services...). Phoenix staff members are now more integrated with SHS and CVCC personnel. In response to a query regarding the effectiveness of additional roof insulation, Mr. Evans advised that the building is noticeably warmer in the winter, but that the added insulation has shown no evidence of keeping the building cooler in the summer. In response to a query regarding return on investment for the Solar Investment, Mr. Aither advised that there is a good return on the investment. E.F. Wall was lauded for their installation of new fire doors. The installation, which should have taken 1 month or more, was completed in 2 weeks. Mr. Malone queried regarding projects that are felt to be most critical to building integrity. The list of projects includes; Library renovations, Auditorium renovations, removal of asbestos, a switch to LED lighting, and windows (window replacement is not considered a top priority). Mr. Aither would like the Committee to consider installing motion sensor lights. Mr. Evans advised that there are pros and cons associated with use of motion sensors, and advised that there are safety issues associated with their use.

## 8. Update on CVCC New Construction

Mr. Derner advised that an update was given to the SHS Board. A similar report will be made to the RAB Board. Ms. Chamberlin or Mr. Derner will report back to the SHS Board on 10/04/18. In response to a query, Mr. Derner advised that he is not certain if relocation of CVCC would allow the Center to begin admitting out of state students. One logistical issue is housing for students.

## 9. Other Business

Mr. Aither would like to request 3 or 4 additional cameras under the FY19 budget. The 180° cameras cost \$800 to \$1000 each.

Mr. Aither provided an update on the LED signage. The granite is almost ready for installation. The permit for installation of the granite is in hand. Administrators are currently waiting for Barre City to pass the signage related Ordinance. Concrete will be poured in the next week or so.

## 10. Future Agenda Items

Building Tour

SHS Foundation Project

The Top 3 Projects are: Library Renovations, Auditorium Renovations, and Athletic Field Improvements

Additional Agenda Items are to be determined. Committee Members should notify Mr. LaCroix of any requested items.

## 11. Next Meeting Date

The next meeting date will be determined. The next regular meeting date falls on the day of Parent/Teacher Conferences, which precludes holding a building tour. Mr. LaCroix will not be available from 10/31/18 through 11/17/18.

## 12. Adjournment

**On a motion by Mr. Evans, seconded by Mr. Derner, the Committee unanimously voted to adjourn at 4:55 p.m.**

Respectfully submitted,  
*Andrea Poulin*