

HAMDEN BOARD OF EDUCATION  
60 PUTNAM AVENUE  
HAMDEN, CT 06517

MINUTES

OPERATIONS COMMITTEES MEETING  
Tuesday, December 5, 2017

Vic Mitchell, Chairman, called the Operations Committee meeting to order at 6:08 P.M.

Operations Members: Vic Mitchell (Chairman), Gail Mitchell, Arturo Perez-Cabello

Board of Education Members: Chris Daur

Staff: Jody Goeler, Mark Albanese, Mike Belden

INFORMATION ITEMS:

FY 2016-17 Capital Projects update

Mark Albanese, Director of Facilities, reviewed the status of the 2016-17 capital projects. Mr. Daur asked several questions concerning the Alice Peck project, which is anticipated to begin in the summer of 2018. Mr. Goeler stated that he expects to have a complete scope of work by the end of January. Mr. Daur asked us to confirm that State funding was in place for this project. The upcoming meeting with the Town, concerning Purchasing "on call" procedures was discussed. This meeting is slated for Monday, December 11, 2018, at the Hamden Government Center. Mr. Albanese indicated that he had sent the Scope of Work for the various projects to the Town Purchasing Agent, for solicitation of proposals from the current on-call vendors. He expects to have updates for the next Operations Committee meeting on January 2, 2018.

Hamden High School electronic sign status

Mark Albanese, Director of Facilities, informed the Committee that he had spoken to Mike Fenwick, Scoreboard Enterprises, and that the engineering for the high school sign should be completed sometime next week. Once the engineering has been completed, Scoreboard Enterprises can send the drawings out to their sub-contractors so that a firm, final price can be developed. Also, the drawings can be used for Operations Committee (and full BOE) review and approval, as well as review and approval by Town Planning & Zoning, Hamden Traffic and the State Department of Transportation. Depending on weather conditions, work can begin once all approvals and sources of funding are in place. Mr. Albanese also met Mike Fenwick at Hamden Middle School to look at possible locations for an electronic sign at that location. After a quick walk of the area, it appears that the main entrance island would not be a good location for the sign (site line issues). Mr. Fenwick will provide a couple of viable options (photo placed sign) for the Committee's review at a future meeting. He will also provide

us with a "ball park" price. If we decide to move forward with the project, we would need an engineering study, similar to that which was done at the high school. Mr. Albanese will try to get this schematic rendering for the January 2, 2018 OPS meeting.

#### Discussion of BOE policy #3542.43 - Lunch Charging

Michael Belden, Chief Operating Officer, began discussion of the lunch charging procedure for elementary, middle and high school students. There are specific procedures in place for elementary, middle and high school, for students who become behind in their lunch payments. Mr. Perez-Cabello expressed his concerns with the provision of a "cheese sandwich" to the elementary students, as it tended to stigmatize the student as being "delinquent" in paying his/her lunch bills. Mr. Belden said that this procedure was common among school districts. The Committee asked Mr. Belden to provide an analysis of the lunch program and the effect of unpaid lunch balances on the program. Mr. Belden said that he would ask Whitson's Food Service to come to the January 2, 2018 Operations Committee meeting to discuss this procedure and to provide detailed data on unpaid lunches.

#### ACTION ITEMS:

Move to add "Approval to request a bid waiver for Architectural and Engineering Services for moisture infiltration issues at Ridge Hill School" to the agenda as Action Item Vb and to add "Approval to dispose of obsolete, non-instructional material" to the agenda as Action Item Vc.

Perez-Cabello / Gail Mitchell  
Unanimous

- a) Move to recommend to the full Board, approval of a building usage request from Mulan Art School to use the Hamden Middle School auditorium on Saturday, February 3, 2018 for a Chinese celebration.

Perez-Cabello / Gail Mitchell  
Unanimous

- b) Move to recommend to the full Board, approval to request, from the Legislative Council, a bid waiver for Silver Petrucelli & Associates to provide architectural and engineering services for repair of concrete and masonry, as well as limited site improvements to prevent moisture incursion into Ridge Hill Elementary School.

Perez-Cabello / Vic Mitchell  
Unanimous

- c) Move to recommend to the full Board, approval to dispose of obsolete, non-instructional material as presented.

Gail Mitchell / Vic Mitchell  
Unanimous

Move to adjourn at 8:05 PM.

Gail Mitchell / Perez-Cabello  
Unanimous