

BARRE SUPERVISORY UNION DISTRICT #61

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

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Business Manager

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Director of Curriculum, Instruction, and Assessment

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Doing whatever it takes to ensure success for every child.

Donald E. McMahon, M.Ed.
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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: Barre Unified Union School District Facilities Committee
Giuliano Cecchinelli - Chair, Tim Boltin - Vice Chair, Victoria Pompei, Guy Isabelle

DATE: June 4, 2019

RE: Barre Unified Union School District Facilities Committee Meeting
June 11, 2019 @ 5:30 p.m.
Barre Town School Library

AGENDA

1. Call to order
2. Additions or deletions to the agenda
3. Approval of individual committee minutes
 - 3.1. BUUSD Facilities Committee Minutes: May 14, 2019
4. New Business
 - 4.1. Storm Water Retention Project
 - 4.2. Projects Discussion
 - 4.3. Barre Town School Tour
5. Other Business
6. Items to be placed on future agenda
7. Next Meeting Date: July 8, 2019, 5:30 pm, SHS Library
8. Adjournment

Cc: John Pandolfo, Hayden Coon, Stacy Anderson, John Walker, Jason Fleury, Lisa Perreault, Andy McMichael, David Lacroix, Jay Paterson, Paul Malone, Brenda Waterhouse, Penny Chamberlin, Jamie Evans, Chris Hull, Scott Griggs, Jen Nye, Erica Pearson, Donna Kelty, Luke Aither, Ed Rousse, Jason Derner, Pat Meriam, Joe Blakely

BOARD/COMMITTEE 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

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**BARRE UNIFIED UNION SCHOOL DISTRICT
FACILITIES COMMITTEE MEETING
BSU Central Office – 2nd Floor Conference Area
May 14, 2019 – 5:30 p.m.**

MINUTES

COMMITTEE MEMBERS PRESENT:

Giuliano Cecchinelli, Chair - (BC)
Tim Boltin, Vice Chair - (BC)
Guy Isabelle – (At-Large)

COMMITTEE MEMBERS ABSENT:

Victoria Pompei – (BT)

ADMINISTRATORS PRESENT:

John Pandolfo, Superintendent
Jamie Evans – Facilities Director
Hayden Coon, BCEMS Principal
Chris Hennessey, BCEMS Principal

GUESTS PRESENT:

Dave LaCroix Paul Malone

1. Call to Order

The Superintendent, Mr. Pandolfo, called the Tuesday, May 14, 2019 BUUSD Facility Committee meeting to order at 5:31 p.m., which was held at the Barre City Elementary and Middle School Conference Room.

2. Organization

Mr. Isabelle nominated Mr. Cecchinelli for the position of Chair. Mr. Boltin seconded the motion. There were no additional nominations. Nominations were closed.

On a motion by Mr. Isabelle, seconded by Mr. Boltin, the Committee unanimously voted to appoint Mr. Cecchinelli as Chair of the BUUSD Facility Committee.

Mr. Isabelle nominated Mr. Boltin for the position of Vice Chair. Mr. Cecchinelli seconded the motion. There were no additional nominations. Nominations were closed.

On a motion by Mr. Isabelle, seconded by Mr. Cecchinelli, the Committee unanimously voted to appoint Mr. Boltin as Vice Chair of the BUUSD Facility Committee.

The BUUSD Board will hold discussions regarding voting protocol for BUUSD Committee Meetings.

3. Additions and/or Deletions to the Agenda

Add 5.3 Lead Testing
Add 5.4 BTMES Storm Water Retention Plan

4. Approval of Individual Committee Meeting Minutes

Mr. Pandolfo advised that BSU Committees will cease to exist after 06/30/19, thus formal approval of the 'last' committee meetings will not take place. The Committee reviewed the Committee Meeting Minutes listed under Agenda Items 4.1, 4.2, 4.3, and 4.4.

4.1 Approval of Minutes – April 1, 2019 BCEMS Facility Committee Meeting

The Committee reviewed the Minutes and agreed by consensus to accept as presented, the Minutes of the April 1, 2019 BCEMS Facility Committee Meeting, the Minutes of the Spaulding High School November 14, 2018 Facility Committee Meeting, the Minutes of the October 10, 2018 Barre Supervisory Union Facility Committee Meeting, and the Minutes of the September 19, 2018 BTMES Finance/Facilities/Transportation Committee Meeting.

4.2 Approval of Minutes – November 14, 2018 SHS Facility Committee Meeting

Approved under Agenda Item 4.1.

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4.3 Approval of Minutes – October 10, 2018 BSU Facility Committee Meeting

Approved under Agenda Item 4.1.

4.4 Approval of Minutes – September 19, 2018 BTMES Finance/Facilities/Transportation Committee Meeting

Approved under Agenda Item 4.1.

5. New Business

5.1 Discussion of Multi-Year Plan

A document titled 'Barre Unified Union School District 5-Year Facility Draft Plan' (dated 05/14/19). It was noted that the work listed under each year, is work that will be performed over the summer of the list year. Mr. Evans provided an overview of the document, advising that the document is a work in progress and will continue to be amended.

Roofing Work – BCEMS will have substantial roof repair/replacement this summer. BTMES is also slated for roof repair/replacement. The SHS roof is in good condition and no work is currently slated (through 2022).

SHS Auditorium – A comprehensive study was performed and this project is anticipated to be very costly. There are many different aspects to the project.

Air Conditioning – BCEMS has very limited air conditioning and there is currently no air conditioning work planned in the next 5 years. BTMES has a large amount of air conditioning and work is slated for each of the 5 years. SHS has no air conditioning.

Bleachers – BCEMS bleachers are in good shape. BTMES bleachers, though structurally sound, do not meet new safety regulations and are slated for replacement in the summer of 2020. SHS bleachers are relatively new and are inspected annually.

Exterior Wall Siding (Composite) – The exterior composite wall siding at BCEMS is failing and will need to be addressed. Problems stem from moisture issues. The composite siding will be removed and something different will be installed.

Door Replacement – BCEMS currently has no doors that require replacement. BTMES has many exterior doors that need replacement. Mr. Evans anticipates replacing a few doors each year. SHS does not have many doors that require replacement. The next doors to be replaced at SHS are the exterior auditorium doors.

Boiler Updates – BCEMS has no anticipated boiler work. BTMES is due for preventative/routine maintenance. SHS will have a few repairs performed this summer.

Victalic Fitting Work – Victalic fittings at BCEMS have been failing and repairs and replacement of the fittings is being performed in an effort to avoid future leaks. BTMES does not have any issues with victalic fittings. SHS has some issues and some of the fittings will need replacement.

Bus Loops – BCEMS is working on redesigning the bus loop. Drawings have been drafted and will need to be finalized. The redesign of the BCEMS bus loop will need to be performed in two phases. Phase two involves removing the sidewalk. This project is anticipated to cost between \$40,000 and \$50,000. There are some safety concerns relating to the BTMES bus loop. Some conceptual drawings have been drafted. SHS does not have a bus loop.

Fire Alarm Panels – BCEMS – no action is anticipated. BTMES – the fire alarm panel was replaced one or two years ago, so no work is anticipated. SHS – Mr. Evans will be seeking bids for replacement of the panel only.

Building Safety – Each school has \$5,000 budgeted annually for safety upgrades. There is a \$10,000 yearly grant that is rotated amongst the schools. BTMES will be the recipient in the summer of 2019 (BCEMS in 2020 and SHS in 2021).

Canopy Repair – BTMES repairs will occur this summer. An engineer has tested the integrity of the columns, and advised that they are structurally sound but are in need of repair. Mr. Evans is in the process of obtaining bids. Sidewalk replacement may be performed at the same time as canopy repairs, but is contingent on cost. A test dig (to assess what is underneath the current sidewalk) is slated for this Friday. Mr. Evans hopes to have canopy bids available for next Thursday's BSU/BUUSD meeting.

In response to a query, Mr. Evans advised that all kitchens, (including equipment) are in good shape. Routine repairs/maintenance is ongoing.

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Central Office – Mr. Evans is currently working with the City of Barre, working on a deal that may include exchanging top soil for labor and stone/gravel that is necessary for creating parking space in the rear of the building. The Central Office maintenance budget is \$20,000 per year.

The BCEMS fund balance will be exhausted with the roof repairs.
BTMES has pretty much used all of theirs at this point.

The industry standard for maintenance/construction budgets is \$1 per square foot. \$.80 cents per square foot is in the FY20 budget. Mr. Evans advised that in the past, SHS has budgeted \$1 per square foot and has been able to make many improvements and upgrades to keep the building in very good shape.

It was noted that BCEMS is not currently slated to perform any library renovations.

In response to a query from Mr. Boltin, BCEMS administrators advised that they are satisfied with the plan as presented.

5.2 Barre City School Tour

This Agenda Item was addressed out of order (the tour commenced at 6:55 p.m. – after the closing of the meeting).

5.3 Lead Testing

Three documents were distributed; two letters from Daniel French, Ed.D (Secretary of Education), and a document titled ‘Schools Identified for Lead Testing in the 2018 – 2019 School Year’. Mr. Pandolfo advised that BCEMS was one of the pilot sites for lead testing. The testing was successfully completed with a few taps identified for remediation. Lead testing has become a ‘hot item’ with the legislature. There is very strong lobbying for testing at all schools. SHS and BTMES need to have testing completed before the end of this academic year. The deadline for inventorying taps was Friday 05/17/19, but has been extended until Monday, 05/20/19. Survey results will be turned in on Monday. Test bottles will be provided. The collection of samples is labor intensive. The legislature needs to make a decision regarding acceptable test levels and funding for remediation. Testing requires two samples per tap (a stagnant/instant sample, and a second sample, after a 30 second flush). The defined testing process includes notification to families prior to testing. Mr. Evans advised that none of the schools have any lead paint.

5.4 BTMES Storm Water Retention Plan

A preliminary plan document was circulated for review. Mr. Pandolfo advised that required legislation (effective in 2023) requires that BTMES address storm water run-off. Michelle Braun, from Friends of the Winooski met with the BTMES Board and provided an overview of the impact that the legislation has on BTMES. Ms. Braun advised that grant funding is available for the planning process (to create a retention ‘pool’), and that grant funding will most likely be available for the construction phase of the project. Ms. Braun has been invited to attend the 06/11/19 BUUSD Facility Committee Meeting to provide an overview of the project.

6. Other Business

Mr. Pandolfo advised that Athletic Director Pat Merriam has submitted a notice of resignation. Mr. Merriam has accepted a job in Essex.

7. Items to be Placed on Future Agendas

Approval of Minutes
Storm Water Retention Project
Projects Discussion
BTMES Building Tour

8. Next Meeting Date

The next meeting will be held on Tuesday, June 11, 2019 at 5:30 p.m., in the BTMES Library.
After June 2019, it is anticipated that BUUSD Facility Committee Meetings will be held on the second Monday of each month at 5:30 p.m.

9. Adjournment

On a motion by Mr. Boltin, seconded by Mr. Isabelle, the Committee unanimously voted to adjourn at 6:55 p.m.

Respectfully submitted,
Andrea Poulin