

**Barre City Elementary & Middle School
Spaulding High School**

Lisa Perreault, SFO
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Barre Unified Union School District

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John Pandolfo
Superintendent of Schools

Doing whatever it takes to ensure success for every child.

**Barre Town Middle & Elementary School
Central Vermont Career Center**

Carol Marold
Director of Human Resources

Emmanuel Ajanma
Director of Technology

Lauren May
Director of Early Education

Jamie Evans
Director of Facilities

Josh Allen
Communications Specialist

MEMORANDUM

TO: Barre Unified Union School District Facilities and Transportation Committee
TBD - Chair, TBD - Vice Chair, Giuliano Cecchinelli, Guy Isabelle, Tim Boltin - Members

DATE: April 6, 2020

RE: Barre Unified Union School District Facilities and Transportation Committee Meeting
April 13, 2020 @ 5:30 p.m.
via Zoom Conference
<https://zoom.us/j/231913277?pwd=SXhBNmRFR0lRbWZTRWJpYi9jT1p2QT09>
Meeting ID: 231 913 277
Password: 888393

Please Note: If you attend the meeting remotely you must state your name for the record to satisfy the Open Meeting Law

AGENDA

1. Call to order
2. Organize
3. Additions/Changes to Agenda
4. Public Comment
5. Approval of Minutes
 - 5.1. Meeting Minutes of March 9, 2020
6. New Business
7. Old Business
 - 7.1. Electric Bus Update
 - 7.2. Sports Transportation Cost for Each School
 - 7.3. Draft Survey (with Map) for Parental Interest in Busing High School Students
 - 7.4. Storage Space
8. Other Business
9. Items for Future Agenda

10. Next Meeting Date: Monday, May 11, 2020; 5:30 pm

11. Adjournment

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

DRAFT

**BARRE UNIFIED UNION SCHOOL DISTRICT
FACILITIES AND TRANSPORTATION COMMITTEE MEETING**
Barre Town Middle and Elementary School Library
March 9, 2020 - 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Giuliano Cecchinelli, Chair - (BC)
Guy Isabelle – (At-Large)
Andrew McMichael – (BC Community Member)
Victoria Pompei – (BT) – arrived at 5:36 p.m.

COMMITTEE MEMBERS ABSENT:

Tim Boltin, Vice Chair - (BC)

ADMINISTRATORS PRESENT:

Hayden Coon, BCEMS Principal
Jamie Evans – Facilities Director
Erica Pearson, BTMES Principal

GUESTS PRESENT:

Dave Delcore – Times Argus

1. Call to Order

The Chair, Mr. Cecchinelli, called the Monday, March 9, 2020 BUUSD Facilities and Transportation Committee meeting to order at 5:33 p.m., which was held at the Barre Town Middle and Elementary School Library.

2. Additions and/or Deletions to the Agenda

Agenda item 6.1 – Sports Transportation Costs for Each School – Information not provided by STA. Add item to future agenda.
Agenda item 6.2 - Draft Survey (with Map) for Parental Interest in Busing High School Students – Mr. Aither is not available for this evening's meeting. Add item to future agenda.
Agenda Item 5.1 – Tour of BTMES Building and Boiler Room – The tour will be conducted after the meeting is adjourned.
Agenda Item 5.2 – Discussion will be postponed until a future meeting.
Agenda Item 7 – Other Business – Discuss 'supplies' (relating to sanitation for prevention of Corona Virus)
Agenda Item 7 – Other Business – Discuss results of research relating SWISH purchases

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – February 10, 2020 BUUSD Facilities and Transportation Committee Meeting
The Committee agreed by consensus to approve the Minutes of the February 10, 2020 BUUSD Facilities and Transportation Committee meeting.

5. New Business

5.1 Tour of BTMES Building and Boiler Room

Copies of the BTMES 2019 – 2020 Floor Plans (for 1st and 2nd floors) were distributed. The tour will commence after the meeting adjourns. Mr. Evans queried regarding the intent of the tour. Mrs. Pompei advised that the intent of the tour was to provide a general overview of the building to Board Members and to identify possible questions on repurposing space.

5.2 Storage Space

This item will be added to a future agenda (post building tour).

6. Old Business

6.1 Sports Transportation Cost for Each School

No discussion.

6.2 Draft Survey (with Map) for Parental Interest in Busing High School Students

No discussion.

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6.3 Generator Update

Mr. Evans advised he has been meeting with Jack Mitchell on a weekly basis. The Town of Barre has agreed to fund the generator (purchase and installation). Mr. Evans met with a representative from the generator company, and has met with Norway and Sons regarding installation costs. Mr. Evans has been working as the 'middleman' to assist providing oversight of the project. Mr. Evans and Mrs. Perreault drafted a Memorandum of Understanding, and forwarded it to Mr. Mitchell, who gave it to the Town Manager (Carl Rogers), who reviewed the draft and made some minor changes. BTMES has the ability to deny the Red Cross, use of the building as a shelter. Each request from the Red Cross will be discussed on a case by case basis. Mr. Evans continues to iron out the details of the installation of a generator. Once the order for the generator is placed, it will take 18 to 20 weeks for delivery. It is anticipated that installation will occur in late summer or early fall, though much of the prep work can be performed over the summer. It was suggested that Mr. Evans be named the Clerk of the Works for this project. Ms. Pearson thanked Mr. Evans for his efforts on this project and for allowing her to accompany him to the meeting with the contractor. Ms. Pearson advised that she had many questions, and they were answered to her satisfaction.

7. Other Business

Sanitation Supplies (relating to sanitation for prevention of Corona Virus) – Mr. Evans advised that custodians have started stocking up on additional sanitation supplies, including hand sanitizer. Mrs. Pompei stressed that hand washing with soap and water is the most effective way to prevent transmission of viruses. Ms. Pearson and Mr. Coon advised that BTMES and BCEMS currently have enough supplies on hand and that the school is stressing the need for handwashing. Mr. Coon advised regarding some recent school closures (2 schools in Williston, the Twin Valley District ((in southern Vermont)), and Waites River - precautionary measure). It was noted that the BUUSD is following the recommendations from the State. Mrs. Pompei suggested that an e-mail be sent to parents regarding notifying a specific school individual if their child is being tested for COVID19. Mr. Coon advised that some parents have held children out of school as a precautionary measure (children with compromised immune systems, or compromised immune systems within the family).

Bus Loop Status: Mr. Evans advised that he met with an engineer over February Break, and proceeded to provide a brief overview of the project that he believes will need to be completed in two phases. A two phase approach is best given the cost and the lengthy permitting process. The first phase would include removal of the 'island', and installation of Jersey Barriers. Visitor parking would not be impacted during phase 1. Phase 1 will create a driveway around the loop. Mr. Evans will send copies of project drawings to Mr. Coon.

SWISH UPDATE: Mr. Evans advised that he spoke with the SWISH representative regarding differences in pricing of identical supplies, and was advised that some of the products differ, resulting in the price differences, and that the SWISH representative believes the pricing is correct (in accordance with the contract). Mrs. Pompei reported that her review indicates products with the same product number being billed at up to three different prices. Mr. Evans voiced concern regarding his belief that the Committee is micromanaging the purchase of supplies and that it is very time consuming to review much of the pricing and that there are many different variables to consider when reviewing the purchase of supplies. Mr. Evans stressed the many variances and advised that he needs to trust that employees are making appropriate purchases. Mrs. Pompei believes that pre-merger promises of savings of scale need to be fulfilled. Mr. Evans advised that though he has done some research, it is difficult to find the time to scrutinize the many purchases, as there is much to look into. Mr. Cecchinelli queried regarding inviting custodial staff to attend a Facilities/Transportation Committee Meeting. Mr. Isabelle voiced concern that 'we are doing things just because it's how we've always done it'. Mr. Evans reiterated that he has a lot on his plate, including many large projects and associated RFPs. Mr. Evans advised that he is not ignoring requests to look into purchasing practices/pricing, but that it is difficult to find adequate time to perform research. Mr. Evans expressed concern regarding spending significant time and money performing research when the resulting savings may be very small.

8. Items to be Placed on Future Agendas

- Electric Bus Update
- Sports Transportation Cost for Each School
- Draft Survey (with Map) for Parental Interest in Busing High School Students
- Storage Space

9. Next Meeting Date

The next meeting is Monday, April 13, 2020 at 5:30 p.m. The location will be announced (either BCEMS or SHS).

10. Adjournment

The Committee agreed by consensus to adjourn at 6:08 p.m.

Respectfully submitted,
Andrea Poulin