

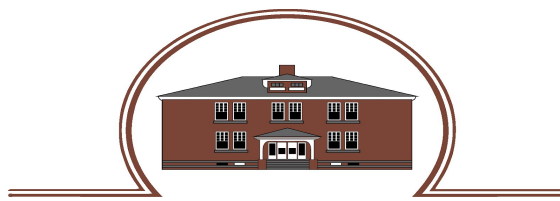
**Barre City Elementary & Middle School
Spaulding High School**

Lisa Perreault, SFO
Business Manager

Jessica Barewicz
Director of Curriculum, Instruction, and
Assessment

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

Annette Rhoades
Assistant Director of Special Services



Barre Unified Union School District

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

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
Giuliano Cecchinelli - Chair, Tim Boltin - Vice Chair, Guy Isabelle,

DATE: May 4, 2020

RE: Barre Unified Union School District Facilities and Transportation Committee Meeting
May 11, 2020 @ 5:30 p.m. via Zoom Conference
Link: <https://us02web.zoom.us/j/2974549993?pwd=Y29Yai9jSFpqaVJpWi8zSXlzbW0xUT09>
Meeting ID: 297 454 9993
Password: 141860

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. Additions/Changes to Agenda
3. Public Comment
4. Approval of Minutes
 - 4.1. Meeting Minutes of April 13, 2020
5. New Business
6. Old Business
 - 6.1. Projects Update
 - 6.2. SEA Project Update
7. Other Business
8. Items for Future Agenda
 - 8.1. Electronic Busing, Transportation for SHS, and Transportation for Middle School Sports
 - 8.2. SWISH Products - Representative
9. Next Meeting Date: Monday, June 8, 2020; 5:30 pm

10. 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

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**BARRE UNIFIED UNION SCHOOL DISTRICT
FACILITIES AND TRANSPORTATION COMMITTEE MEETING**
Via Video Conference
April 13, 2020 - 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

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

COMMITTEE MEMBERS ABSENT:

OTHER BOARD MEMBERS PRESENT:

Victoria Pompei

ADMINISTRATORS PRESENT:

Luke Aither, SHS Assistant Principal
Hayden Coon, BCEMS Principal
Jamie Evans, Facilities Director

GUESTS PRESENT:

Dave Delcore – Times Argus

1. **Call to Order**

Mr. Cecchinelli, called the Monday, April 13, 2020 BUUSD Facilities and Transportation Committee meeting to order at 5:31 p.m., which was held via video conference.

2. **Organize**

Mr. Cecchinelli advised that a Committee Chair and Vice Chair needed to be appointed. Mr. Cecchinelli asked for nominations for the position of Committee Chair. Mr. Cecchinelli was nominated for the position of Committee Chair. There were no additional nominations.

The Committee agreed by consensus to appoint Mr. Cecchinelli as Committee Chair.

Mr. Cecchinelli asked for nominations for the position of Committee Vice-Chair. Mr. Boltin was nominated for the position of Committee Vice-Chair. There were no additional nominations.

The committee agreed by consensus to appoint Mr. Boltin as Vice-Chair.

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

Discussion will be held relating to finances (contingency plans relating to financing).

Add 6.1 Potential Furloughs

Add discussion relating to a Generator Update

Add 7.5 Update on Granite Benches and Planters

4. **Public Comment**

None.

5. **Approval of Minutes**

5.1 Approval of Minutes – March 9, 2020 BUUSD Facilities and Transportation Committee Meeting

The Committee agreed by consensus to approve the Minutes of the March 9, 2020 BUUSD Facilities and Transportation Committee meeting.

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6. New Business

Upcoming Projects:

Mr. Cecchinelli queried regarding the status of planned projects. Mr. Evans advised that the removal of the canopy at BTMES needs to proceed because the analysis from the engineers only approved the safety of the structure for a 2 year timeframe, and we are approaching that deadline.

Mr. Evans advised that the BCEMS bus loop project is slated to be performed in two phases due to costs and the lengthy permitting process. Phase one involves removing the concrete peninsula and constructing a new straight driveway that runs parallel to the building. Phase two involves deleting the existing bus loop and installation of the visitor parking lot.

The SHS underground heating lines (previously identified as leaking) need to be replaced this summer and additional piping failure has been identified in the underground heating lines that feed the majority (remainder) of the building. If those lines fail, the entire building will need to be heated with oil which would be very costly. Mr. Evans advises that all the underground heating lines be replaced this summer. Replacement of the water tank at SHS is starting this week. Cooper Mechanical is the contractor performing the work.

Mr. Evans believes all of the listed projects need to be completed, and noted that they are in the approved budget. Mrs. Pompei queried regarding possible postponement of projects given the potential funding issues resulting from the COVID-19 shut-down across the state. Mr. Evans advised that Phase one of the BCEMS bus loop project alleviates some safety issues, and recommends that the project proceed as planned. The original cost estimate was \$50,000 - \$60,000, but he hopes the estimate is high and that the project can come in at approximately \$30,000 to \$40,000. Mr. Coon advised that the current bus loop does not accommodate Bus 7 which transports mobility impaired students, and that there is concern that the current configuration does not allow for all students to be monitored when they load onto buses. Mr. Coon believes Phase two could be delayed if necessary. It was noted that some sidewalk issues (heaving) will still remain. Mr. Isabelle queried regarding whether the projects were planned anticipating a budget built on 75¢ SF or \$1 SF. Projects were estimated based on 75¢ SF. Mr. Isabelle voiced concern regarding the future financial picture. Finances will be discussed by the Finance Committee and the Board.

BTMES Generator Update:

Mr. Evans reported that Jack Mitchell advised that money for the purchase and installation of the generator is built into the Barre Town Municipal budget, and that the project can proceed if Barre Town voters approve the budget. Mr. Evans is acting as the 'middle man', but Barre Town shoulders the responsibility for acquisition and installation of the generator, including putting the project out to bid.

SEA Project Update:

Mr. Evans advised that the architect has been working with Jason Derner regarding a floor plan, and that a Letter of Agreement has been drafted by the architect. The Letter of Agreement has been reviewed by Mr. Evans and is currently being reviewed by the Business Manager. It is believed that the Letter of Agreement is almost ready to be signed. The BUUSD is currently waiting for surveyors to complete their work, which has been delayed by the 'stay at home' order. Once surveys are complete, the permitting process can begin. It is hoped that construction can begin this fall. Mr. Aither queried regarding if we are working with other schools that have done similar projects. Mr. Evans advised that Mr. Derner has done some of the research and has reached out to other schools. It was noted that the architect has done quite a bit of work relating to school design. Mr. Aither queried regarding 5-year and 10-year plans, and advised that he believes more folks should be involved in the project, including housing for middle school students. Mr. Aither believes there should be more input than just "the current team". Mr. Cecchinelli advised that this issue should be brought up at the Board meeting. Mr. Evans advised that the building is being designed based on current needs, with the understanding that the building will most likely need to be expanded in the future. The planning process does include possible expansion. It was noted that the barn will stay intact and that some money will need to be spent to assess what modifications would need to be done to allow student use of the barn. Mr. Isabelle queried regarding the possibility of renting out barn space for storage purposes. Mr. Evans cautioned that VSBIT would probably not allow the barn to be used for storage rental purposes.

6.1 Potential Furloughs

The Committee did not hold specific discussion of this agenda item.

7. Old Business

7.1 Electric Bus Update

Mr. Evans advised that there was nothing new to report. Installation of charging stations (including wiring) is covered by the grant and is anticipated to be performed on schedule (in the summer of 2020, prior to the start of the 2020/2021 academic year). Purchase of buses needs to go out to bid. Given current circumstances, Mr. Evans believes the buses may not be available until late fall or early winter. In response to a query, it was agreed that Mr. Cecchinelli will contact Lisa Perreault regarding any possible date constraints on the grant.

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7.2 Sports Transportation Cost for Each School

Mr. Aither advised that SHS will save approximately \$31,000 because there was no transportation for spring sports this academic year. Mrs. Pompei advised that she has confirmed that sports related transportation is outside of the regular busing contract, and that the BUUSD only pays for what it uses. Overall, sports and other extra-curricular transportation expenses are approximately \$100,000 per year. Information for cost estimates for middle school sports has not been received. It is believed that the middle school principals were going to provide STA with information relating to middle school sports so that STA could provide an estimate. Mr. Aither suggested that if future budget cuts need to be made, transportation for sports may need to be discussed.

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

The map is not available for review. Discussion was tabled until the May meeting.

7.4 Storage Space

Mr. Cecchinelli advised that the Committee has toured BTMES and asked for Committee Members' input. Mrs. Pompei advised that her big picture take away, is that there is much inventory at each grade level, some of the inventory appears not to have been used in years, and wondered if aged materials could be shared with other classrooms, or purged. It was noted that the 5th grade Art Room on the second floor will be opening up as 5th grade art is transitioning to Mr. Pope's room. Mrs. Pompei queried regarding using the barn at the Allen Street property for storage (instead of storage containers). Mr. Evans advised that of the two storage containers at BTMES, one is used for athletic equipment, including bikes, and that the second storage container is used by the Maintenance Department to store various pieces of equipment. Mr. Evans believes that both storage containers at BTMES are for the most part utilized quite a bit.

7.5 Update on Granite Benches and Planters

Mr. Evans advised that the bollards were installed sometime around the winter holidays, and that he will need to touch base with Mark Gherardi (Buttura & Gherardi Granite Artisans), regarding installation of planters and benches. It is believed that there would be 3 planters and 2 benches. The existing benches are stored by the Maintenance Department.

8. Other Business

Mr. Evans advised that he has met with the SWISH representative and reviewed the list of products, including similarities and differences in products and pricing. The SWISH representative advised that he is willing to attend a Committee meeting to discuss product purchases. Mr. Evans advised that he has learned that BCEMS and BTMES are in the "buying group", but SHS needs to be added. It is believed that now that the schools are part of the BUUSD (under Act 46 consolidation), that the BUUSD should not need to complete additional paperwork. Mr. Evans will contact the SWISH representative regarding this issue. Mrs. Pompei queried regarding utilizing one single customer number, using different shipping addresses. Mr. Evans believes it will be easier to track purchases by building, if separate account numbers are utilized. It was noted that the Central Office receives supplies through SHS. The Central Office reimburses SHS for maintenance/custodial services.

Mr. Evans advised that for the time being, he has suspended Casella Waste services at SHS and BTMES. Casella will continue to service BCEMS. The food service work being performed at BCEMS generates waste and composting.

Mr. Evans advised that most of the buildings are not being utilized during this time period, but BTMES and SHS are the subject of regular building checks (daily and weekends). Because of the food service work being performed at BCEMS, a member of the maintenance staff is at the building each day. The BCEMS building is also checked during the weekend.

In response to a query regarding what, if any maintenance needs to be performed should the Governor send students back to school this year, Mr. Evans advised that the BUUSD will 'take their lead' from the State, and that the BUUSD will need to follow the mandates set forth by the State or AOE. Mr. Evans believes there may be a requirement to sterilize various parts of the building, and believes there are enough supplies on hand.

9. Items to be Placed on Future Agendas

- Projects Update
- SEA Project Update

Electronic Busing, Transportation for SHS, and Transportation for Middle School Sports will be added to an agenda sometime in the future.

SWISH Products - Representative (wait for an agenda when the Committee will be meeting together at a physical location).

10. Next Meeting Date

The next meeting is Monday, May 11, 2020 at 5:30 p.m., via video conference.

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11. Adjournment

The Committee agreed by consensus to adjourn at 6:35 p.m.

Respectfully submitted,
Andrea Poulin