

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

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Barre Unified Union School District

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Superintendent of Schools

Doing whatever it takes to ensure success for every child.

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

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Director of Human Resources

Emmanuel Ajanma, MAT
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Director of Early Education

Rebecca Webb, M.Ed.
Act 166 Regional Coordinator

Josh Allen
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MEMORANDUM

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

DATE: September 9, 2020

RE: Barre Unified Union School District Facilities and Transportation Committee Meeting
September 14, 2020 @ 5:30 p.m. via Google Meet
Meeting ID: meet.google.com/yva-xiqt-dmj
Phone Number: (US)+1 240-292-8164 PIN: 644 880 341#

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 August 10, 2020
5. New Business
 - 5.1. Facilities Update - Re-Entry/Re-Opening of Schools
 - 5.2. Completed Projects
6. Old Business
 - 6.1. SEA Project Update/Bids
7. Other Business
8. Items for Future Agenda: Electric Bus Update (Future Mtg); Bus Survey for SHS Families (December)
9. Next Meeting Date: Monday, October 12, 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 – Google Meet
August 10, 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:

ADMINISTRATORS PRESENT:

David Wells, Superintendent
Luke Aither, SHS Assistant Principal
Hayden Coon, BCEMS Principal
Jamie Evans, Facilities Director
Scott Griggs, CVCC Assistant Director

OTHER BOARD MEMBERS PRESENT:

Paul Malone – departed meeting at 6:48 p.m.

GUESTS PRESENT:

Jennifer Padilla

1. Call to Order

The Chair, Mr. Cecchinelli, called the Monday, August 10, 2020 BUUSD Facilities and Transportation Committee meeting to order at 5:32 p.m., which was held via video conference (Google Meet).

2. Additions and/or Deletions to the Agenda

Add 6.4 Granite Benches, A.L.I.C.E. Program – Fire Hoses, Transportation Survey, and SHS Bollards

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – June 8, 2020 BUUSD Facilities and Transportation Committee Meeting

The Committee agreed by consensus to approve the Minutes of the June 8, 2020 BUUSD Facilities and Transportation Committee meeting.

5. New Business

5.1 Building Preparations for COVID-19

Mr. Evans advised that there is much to report. All buildings have sign-in stations that include hand sanitizers. A standard procedure has been put in place that requires a log of who is entering each building (data collected includes date/time/area of building accessed, and COVID related questions). Much PPE equipment (face coverings, sanitizer, wipes, gloves, heavy duty cleaning gloves, gowns, HEPA air filtration stations for nurses, and isolation rooms) have been ordered and it is hoped that all supplies will arrive before the start of school. Mr. Wells advised that Efficiency Vermont will be providing some compensation for HEPA filters. The ventilation systems in the schools are well maintained and both incoming and outgoing air is filtered. Mr. Evans advised that he looked into using filters with a higher MERV (Minimum Efficiency Reporting Value) rating, but our systems cannot accommodate those that are rated higher than we currently use (M8 – M11). The air filtration schedules have been modified in the buildings. The schedule is now to run air filtration 24/7 Monday through Friday. The BUUSD services its own equipment. The servicing schedule frequency has been increased (SHS from 2x a year to 4x, BTMES from 4x to 6x, and BCEMS 2x to 4x). Mr. Evans has been responding to inquiries from concerned parents. Mr. Wells advised that there were concerns related to the SEA program, some of which is housed in the basement level of the Wall Street Complex. Students will no longer attend classes in the basement level. All students have been moved upstairs. This and other safety related information will be added to the FAQs page. In response to a query regarding a high-tech duct cleaner, it was noted that the BUUSD does have a high-tech duct cleaner and it is currently located at BTMES.

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Administrators have been working on the best/safest use of entry ways and hallway usage. It was noted that guidelines no longer require that surveys be conducted of students and that pre-entry screening will require only temperature checks. Pop-up tents have been purchased for use at BCEMS and BTMES so that paperwork and PPE supplies are kept under cover. SHS has canopies for this purpose. Mr. Evans provided an overview of the procedures for how students will disembark buses, and how student drop-off by parents will occur. Mr. Coon provided additional details regarding drop off procedures at BCEMS. Mr. Griggs advised that CVCC students are screened by the sending districts prior to boarding buses, so those students will not need to be screened prior to entering the building. Mr. Isabelle believes that the more details that are shared with parents/students, the less anxious they will be about returning to school. Mr. Evans advised regarding additional custodial routines, including mid-day cleaning of high contact surfaces, and common use areas (utilizing sanitizing wipes). There are not enough custodial staff within the BUUSD to perform the necessary daytime duties, and the BUUSD may need to hire some staff through WESTAFF. AFSCME has given their approval for this hiring to occur. Extra personnel should be covered by COVID funds. Due to some retirements at BCEMS and BTMES, there will need to be some 'shuffling' of staff. The State has recommended that all upholstered furniture, and bean bag furniture be removed. The BUUSD will be following the recommendation and teachers have been advised that these items must be removed from classrooms. Cloth covered instructional materials must also be removed. In response to a query regarding reimbursement to employees for items they have personally purchased, Mr. Wells advised that all purchasing must go through the respective principal of each building. Mr. Evans advised that due to liability issues, the school must provide and install all safety equipment. Mr. Evans advised that, working with Stacy Anderson, he ordered approximately 12 Plexiglas barriers that will be used for 1 on 1 work. Mr. Evans reported that thus far, order placed have been filled in a reasonable timeframe.

6. Old Business

6.1 Summer Projects Update

BTMES – The canopy has been removed, and repairs to the sidewalk are complete. There is a little debris to clean up, and a little bit of paving to be completed. The Bells (which came from other local schools in Barre Town) were saved and are stored in the building. Mr. Evans is very pleased with the job performed by Lajeunesse Construction.

BTMES – The generator project is moving forward. The Barre Town Municipal budget is funding the cost. Mr. Evans has been working with Jack Mitchell to prepare for installation of the concrete pad (in the spring of 2021).

BTMES – Roof project. There is a small section of roof that needs to be replaced. It is anticipated that the work will take three days to complete. RFPs went out and a recommendation will be presented to the Board this Thursday.

BCEMS – The Bus Loop project is 75% complete. There was an issue with clay that was discovered, and there was extra work involving a change order. Though this did add to the cost of the project, Mr. Evans is pleased that this issue was discovered on a small project and feels that this knowledge will be beneficial when going forward with larger projects that may arise in the future. The completion of this project addresses several safety concerns.

BCEMS – Annual victallic fitting replacement that was on hold has resumed. The change involves changing over to welded pipe. The victallic fittings are part of the heating system and leak. Each year \$15,000 worth of work is performed. This project will be ongoing for years until all fittings have been replaced.

SHS – The Underground Heating Pipe project has not started because of difficulty procuring materials. The materials are expected to arrive by the end of this week or the beginning of next week. The outside work should take about one week, and then some indoor work will be performed. Paving will be completed before the opening of school.

6.2 SEA Project Update

Bid packets were sent to the six architect approved contractors who met pre-qualification standards. One contractor has withdrawn his interest in bidding due to his current work load. Bids are due back in late August. The plan is to break ground in mid to late October, and be ready for occupancy by the opening of the 2021/2022 academic year.

6.3 Electric Bus Update

The RFP went out approximately one month ago. Mrs. Perreault has additional information regarding the details. Grant monies are still available. Once the specific bus type is known, and if it is early enough in the season, the charging stations will be installed. In response to a query regarding the ability to install the light poles earlier, Mr. Evans advised that electrical requirements for the bus chargers needs to be known (1 phase or 3 phase power) prior to installation.

6.4 Granite Benches, A.L.I.C.E. Program – Fire Hoses, Transportation Survey, and SHS Bollards

Granite Benches –

Mr. Aither advised regarding his concerns, as SHS is starting year two without these benches that were purchased with safety grant monies. Mr. Aither is also concerned regarding a possible design issue. Mr. Evans advised that he has been working with Mark Gherardi and shared the new design with Mrs. Waterhouse, who is pleased with the new design. The project includes installation of

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three combination planter/benches. Based on his concerns relating to safety (the benches are to be utilized as barriers, and need to meet grant requirements), Mr. Aither would like the Committee to review and approve the design. Mr. Evans provided an overview of the design and advised that he will e-mail the design to Committee Members, and will also send it to Tina Gilbert, so that the designs can be shared at the next Board meeting. Mr. Aither reiterated that the design should not encourage students to leave boundaries. In response to a query, it was noted that students need to exercise social distancing when using the benches, but this is no different than when students are in other sections of the buildings and grounds.

Granite Bollards –

Mr. Malone expressed his concern that SHS is on the third rendition of bollards and something appears to be going wrong with the third set, as they appear rusty. The discoloration of the bollards needs to be investigated and the bollards need to be cleaned up. It was noted that several individuals have inspected the bollards and the discoloration does not appear to be coming from the chains. Mr. Evans will reach out to Mark Gherardi tomorrow regarding this issue.

A.L.I.C.E. Program – Fire Hoses –

Mr. Aither advised that fire hose sections are used to prevent entry into rooms during drills or in the event of a live active evolving event. The section of firehose is quickly installed on the door closure to prevent entry into a room. It was noted that if there was a fire or evacuation, it is a fire code violation to have these items. Administrators have been working with the Fire Inspector regarding whether or not having these items in the buildings is a violation that would be penalized. Mr. Aither has reached out to the Police Chief and the Fire Marshall and has not received resolution yet. There are different schools of thought regarding the use of fire hose sections, and considerations to be made regarding the safety they provide versus the possible risk that they would pose if used in an unsafe manner. The fire hose sections can be installed or removed very quickly, and would most likely be easier to use than the few other devices that are on the market. Mr. Aither noted that SHS has push button locks that can easily and unintentionally be unlocked. The former SRO supplied approximately 90% of the hose needed at SHS. The issue regarding using them arose when the school attempted to secure the additional 10%. Mr. Evans queried regarding storage of fire hose sections in non-visible storage areas. Mr. Aither advised that in a February letter, SHS was advised that the two Chiefs (fire and police) wanted to meet with the Fire Marshall. Mr. Aither advised that he has not heard back. It was noted that the fire hose sections that were approved by the district when implementing the A.L.I.C.E. Program have not been supplied to BTMES, and it is not known if BCEMS ever received their supply. Mr. Aither is hoping to receive approval for use by a high ranking official who would provide a written sign-off that the hose is acceptable to use under certain circumstances. Mr. Wells advised that SHS did appeal the decision regarding the hoses, and until a response is received, the hoses should remain in use. Mr. Aither will contact Chris Violette regarding acquisition of additional hose sections.

SHS Transportation Surveys Update –

The Committee had agreed to send a survey to in district SHS parents regarding interest in utilizing transportation if available. The survey was drafted by Mr. Aither and modified based on Committee feedback. At the present time, Mr. Aither is still waiting for STA representative Stacy Emerson to provide the map (of potential pick-up / drop-off) sites. This map was requested in December 2019 or January 2020. Mr. Wells recommends holding off on the survey for now so as not to cause confusion with possible transportation options under the re-opening of schools during COVID-19. Additionally, Mr. Wells advised that the BUUSD is exploring the possibility of adding drop-off points for high school students, to assist with transportation during the modified hours due to COVID-19.

7. Other Business

Classroom Keys for Substitutes at BTMES –

Mrs. Poulin advised that though room keys are provided at SHS and BCEMS, thus far, there are no room keys available for substitutes to use when working at BTMES. This presents a safety issue. This issue has been being reported for at least 3 or 4 years and Mrs. Poulin felt it should be brought to the attention of the Facilities Committee. Mr. Evans reported that he was not made aware of this issue, and that he will look into it.

SHS Transportation Surveys for Out-of-district (Tuition Students) –

It was noted that out-of-district families were not included in the transportation poll sent out regarding interest in transportation during school re-opening. Mr. Wells advised that transportation sign-up surveys will be going out to out-of-district families, in a second round of surveys. The second round of surveys will be used to obtain final answers (sign-ups) from parents regarding their transportation needs for the re-opening of school. It was noted that currently, Suburbans are used for out-of-district students and that those vehicles will most likely not provide the required social distancing. It was reported that the availability of transportation for out-of-district students was not conveyed to all families this year and there is one known family that chose to tuition to a different school solely because they offered transportation. Mr. Aither will consult with Mr. Ferland, as it is believed he is the coordinator for out-of-district transportation. Mr. Aither will keep Mr. Wells apprised on this matter. Brief discussion was held regarding historical information relating to the decision to offer transportation to out-of-district students, and the number of tuition students required to break even.

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8. Items to be Placed on Future Agendas

- SEA Project Update
- Facility Update on Re-entry/Re-opening of Schools
- Completed Projects
- Electric Bus Update (future meeting, not September)
- Bus Survey (for SHS families) – (December agenda)

9. Next Meeting Date

The next meeting will be Monday, September 14, 2020 at 5:30 p.m., via video conference

10. Adjournment

The Committee agreed by consensus to adjourn at 7:11 p.m.

Respectfully submitted,

Andrea Poulin