

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Facilities and Finance Committee Meeting

April 28, 2021

Committee Members Present: Jean Wilczynski, Finance Committee Chair; Diane Linderman; Jennifer Miller; Philip Neaton; Andy Russell

Present Via Telephone: Daniel Hagan; Thomas Sherer

Administration/Staff Present: Ian Neviaser, Superintendent of Schools; Brian Howe, Assistant Director of Facilities; Holly McCalla, Business Manager; Ron Turner, Director of Facilities and Technology

The meeting was called to order at 5:05 p.m. by Mrs. Wilczynski.

The following agenda items were discussed:

1. Approval of Minutes of February 3, 2021 Meeting

Upon motion by Mr. Neaton and a second by Mrs. Linderman, the minutes of February 3, 2021 were unanimously approved.

2. Review Summer Projects Plan

Mr. Turner reviewed the Extended Facilities Report which he recently developed for all the school buildings. This report details the lifecycle of major building components such as roofs, boilers, oil tanks, fire alarm systems, etc. Mr. Turner further explained the color key which indicated installation date, expected lifespan, replacement planning, end of life, and extended warranty period for all these systems. Follow-up discussion centered on the projects that will be included in a bonded projected study.

Mr. Turner reviewed projects that will be completed this summer:

Board of Ed Approved Projects:

- Synthetic turf field including alternates of a mid-field logo, 30-foot ball screen, and scoreboard for \$1,747,800.
- Lyme School tennis court renovation (including lines for pickleball use per Town of Lyme request).

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- Bonded project study.
- Middle School gymnasium floor.
- Mile Creek gymnasium and cafeteria sound system upgrade.
- High School soundfield upgrade.
- Mile Creek gazebo (outdoor classroom).

Projects Pending Board of Ed Approval:

- Eight light bases for synthetic turf field (also requires Wetlands Commission approval). Installation to be done simultaneously with field so that field condition is not affected in the future if lighting is desired at a later date.
- Wastewater treatment membrane work.
- Lyme, Mile Creek and Center School playgrounds – funded by Esser grants. Designs shared with committee members. Newer equipment in current playgrounds will still be utilized.
- Post and beam structure for Middle School courtyard.

3. Review Five-Year Facilities Plan

Mr. Turner reviewed the five-year facilities plan for all school buildings, including those projects funded by Esser grants as follows:

Lyme School: playground partial update

Mile Creek: outdoor classroom space, playground partial update

Center School: playground partial update

LOLMS: outdoor classroom space

4. Review Policy 3324.1 (Bidding Requirements)

The committee reviewed recommended changes to the district’s bidding policy which will go before the Board of Education at their May 5 meeting. Specifically, the recommended changes center around the threshold amount for obtaining quotes/bids on supplies, materials, equipment or services. The recommended amounts appear below in a chart:

Amount	Bid or Quote required	Approval
Under \$10,000	None	Superintendent or his/her designee
\$10,000-\$35,000	Three or more competitive quotes	Superintendent or his/her designee
\$35,000-\$50,000	Three or more competitive quotes	Superintendent or his/her designee and the Lyme/Old Lyme Board of Education Treasurer and the Budget and Finance Committee Chairperson
\$50,000 and up	Bids	Lyme/Old Lyme Board of Education

In addition, Mr. Neviasher reported that the business manager will report all approved expenditures over \$25,000 to the Board of Education at their regular monthly meeting.

MOTION: Mr. Hagan made a motion, which was seconded by Mr. Russell, that the Facilities and Finance Committee approve the recommended changes to Policy 3324.1 *Bidding Requirements*.

VOTE: the committee voted unanimously in favor of the motion.

There being no further discussion, the meeting was adjourned at 5:30 p.m. upon a motion by Mr. Russell and a second by Mr. Neaton.