

Holmdel Board of Education
Budget & Finance Committee
Meeting Notes – December 10, 2020 - 12:30 p.m.

Board Members Present: B. Foster, Chair | M. Sockol | J. Hammer

Administrators Present: M. Petrizzo, BA | K. Stromsland, Dir Plant Ops & Maint | J. DeWysockie, ABA

Guests: Greyhawk Construction Manager, Spiezle Architects

Meeting Location: Zoom meeting

1. Holmdel 2020 (Referendum) Update:

- Exterior Site Additions & Renovations and Interior Alterations (Satz & High School):
 - i. The work on the Punch List continues, slowly.

In addition, we had anticipated Credits and Back-Charges to be finalized into a Credit Change Order to be included as part of this month's Executive Summary report, however that has been temporarily stalled.

- ii. CCTV - Technotime LLC completed the installation of the rough wiring for the cameras at the Indian Hill Elementary School and started the rough wiring installation at the Village Elementary School. In addition, the trenching excavations commenced at the High School site for the installation of the Fiber Optic Cable necessary for the cameras at Roggy Field.

2. Readiness Planning for School Reopening Update:

As part of the Readiness Plan for the District-wide Re-occupancy, and based on the Assessment previously performed, certain aspects of that Assessment were implemented as follows:

- The Retro-Commissioning of the existing HVAC Equipment at all schools for the District has concluded. As a result, Greyhawk is preparing the Commissioning Report, detailing their findings and recommendations. A Hand-Off Meeting will be scheduled with the Facilities Dept. to discuss the Report.
- Although indoor sports have been banned for the present, the continued use of the Bi-Polar Ionization Filtration continues to be advantageous for all indoor school activities and those spaces that do not have UVC lighting.
- The UVC Lighting at both Elementary Schools is 100% complete. The UVC Lights for the Complex arrived as expected. Wiring and installation began in the Complex and is to be completed by the end of December.
- The walkthrough infra-red body temperature detectors continue to be used and monitored at all school entrances.
- The Isolation Rooms are ready should they be needed for the isolation of individuals exhibiting symptoms of the virus.
- The second application of the Antimicrobial tape through-out the district is complete and continues to be one of the more visible forms of the measures implemented to help fight the virus.
- The District's Buildings and Grounds team continues to perform the daily routine of detail cleaning and disinfecting of the various facilities.
- PPE equipment such as gloves, masks, face shields and other applicable supplies and materials as recommended by the CDC, continue to be used throughout the District.
- The District's Buildings and Grounds team continues to perform ATP testing which started prior to all germ/virus preventative measures through installation of measures to monitor the degree of cleanliness. Additionally, an environmental hygienist has also been utilized to confirm that the degree of cleanliness is exemplary.

3. 2019/2020 Comprehensive Annual Financial Report (CAFR) Update:

Administration is working with the district auditors, PFK O'Connor Davies, to complete the 2019/2020 CAFR and ensure compliance with the filing deadline which was extended to February 5, 2021.

4. Renewal of Lawn Service and Turf Management Contract:

On the agenda for approval, the School Business Administrator and the Districts Building and Grounds team finds that the services being performed by On-Site Landscape Management are being done in an effective and efficient manner. It is being recommended that the contract be renewed for the upcoming calendar year with no change in pricing.

5. Date and Time of next Committee Meeting: TBD after reorg in 2021