Bourne School Committee
Facilities Sub Committee
March 2, 2012

Members Present: Jay O'Hara, Laura Scena, Anne-Marie Siroonian
Others Present: Steven Lamarche, Ed Donoghue, Don Picard, Less Wing, Richard Eldridge, Tom Guerino

Minutes accepted as presented

Maintenance and Facilities Sharing: Don presented on the Dir of Facilities Manager position. This position has been a part of Capital Outlay's long term goals for town facilities. This position is seen as a valuable asset to maintain town property. The Selectmen and Town Administrators want to have this position filled effectively by July 1, 2012. The school management facility piece will not phase in for at least a year. A "phase in plan" will develop with the school based on the uniques needs of the school facilities. The average salary for this type of position ranges from $64,000-$94,000. Tom presented on job descriptions and a tentative employment agreement. Facilities will review the descriptions and report any concerns or considerations to Steven.

DPW: Committee will bring forward concerns for DPW's new building project and one individual will meet with the town building committee to discuss the concerns that may effect the Bournedale Elementary School.

Efficiency Plans: Richard Eldrige presented on some of the energy efficiency plans for our schools. We need to understand what our buildings' weaknesses are and strengths are in regards to energy efficiencies. (insulation, conversion to gas, solar panels, tracking energy use with software, HVAC) Mass Energy Insight will collect the energy data and track energy use. School uses about 3 million KW annually at a cost of half a million dollars. One of the first things to do is to track our energy. Develop a facilities plan by making sure energy is as efficient as it can be. Need to look at HVAC controls and how efficient they are. Laura suggested to Richard working together to set short and long term goals for the buildings. Asessment of Energy Opportunities report is a good resource to create a list of goals. The Cecil report is important information about energy use in each of the town's municipal buildings. Mr. Eldridge suggested coming to next meeting and going through each building and looking at the energy use.

CCC Lease agreement: Ed presented on the lease. A few edits were made. The language is primarily the same as the previous lease agreement. One concern is the reference to any materials or equipment that may be stored at the facility. To our knowledge, there is no storage use on site. Ed will send the draft lease to Paul Hilton with thirty days to sign or make changes to the agreement.

Mural at Bournedale: Committee is not prepared to approve the mural at this time pending additional questions. Steven will seek additional information for this project.

Future Agenda Items:
Facilities Use Policy
CCC Lease Update
Bournedale Mural Update:
DPW Site Concerns

Meeting adjourned at 9:25am
Next meeting date: March 30, 2012 at 8:15am