

**Westport School Committee  
Work Session  
DATE: Tuesday, October 2, 2018  
TIME: 5:00 p.m.  
PLACE: Westport Jr./Sr. High School Media Center**

**MINUTES**

**Present:** Mark Carney, Nancy Rioux, Antonio Viveiros, Michael Duarte District Maintenance, Michelle Rapoza School Business Manager, Ray Nekrasz Technology Director.

**Absent:** Margot DesJardins, Gary Reese Superintendent, Nancy Stanton Cross.

**I. Call to Order** – A quorum being present, Chair Viveiros called the meeting to order at 5:00 p.m.

**II. Comments and Statements from the Public/Citizen’s Participation** - There were none.

**III. Informational –**

Discuss and Prioritize Capital List for the October 3, 2018 Capital Improvement Planning Committee Meeting –

**MAC Intercom**

Discussion took place on the MAC intercom system for the main building and modular units. Mr. Nekrasz explained that there has not been an intercom system for 2 years and telephones are used in each classroom. To get an intercom system would mean installing wires through the walls, adding speakers and amplifiers. Mrs. Rapoza mentioned a recent quote was \$75,000. SC members see this as a safety issue, therefore a priority.

**WES Roof**

Discussion took place on the need to replace the steel roof at WES. Funds for this will not be part of CIPC, permission from the town will be needed. Mr. Viveiros asked Mr. Duarte about the WES roof leaking. Mr. Duarte explained the problem is located at a weak point on the roof and patching the roof will not solve the problem.

**Main Entrance Upgrades**

Discussion took place on main entrance upgrades and whether to choose the expensive option of ballistic doors or use another redesign option.

Mr. Duarte mentioned several estimates. It would cost under \$10,000 to have a bank teller like window, a fixed point with a place to hand a backpack. Estimate for 3 schools is about \$40,000. MAC has a window on right with 2 doors that should be replaced with solid doors. For the MAC, last year’s CIPC funds will be used. By not doing ballistic doors, funds of \$60,000 from last year could be used for all 3 schools.

Mrs. Rapoza mentioned that all entrance ways have cameras. Main entrance upgrades could use funds for upgrades in cameras and camera software. Cameras should have a look back capability. A quote is being looked into to provide this option. Redhawk is the company to upgrade the software. This equipment should be the same as the new school so they can be integrated. Multiple cameras at each school will be needed.

Mrs. Rapoza mentioned if the request is under the \$49,999 it will not need to go out to bid and just quotes can be used as well as eliminating the additional cost for an engineer.

Funds for the MAC ID reader is available; however, software will be needed.

It was decided to keep \$40,000 for main entrance upgrades and move it from under the WES to the District line.

Discussion took place on using \$40,000 for more parking. It was decided to move the \$40,000 under the Jr./Sr. HS line main entrance upgrades to use for parking at WES (pine area between parking lot and road near the island) for 15-20 cars.

### **Driveway Repairs**

Discussion took place on the driveway repairs at the Jr./Sr. HS fixing back and front.

### **Accounting Software**

Discussion took place on the need for the accounting software Infinite Visions.

### **Desktop Computers and Monitors**

Mr. Nekrasz informed everyone about the district's desktop computers. There are 225 PCs with 25 of them 2-4 years old and the others are 7-10 years old. A total of 170 computers have been ordered for teachers' desks. There is a need for PCs, laptops, and LED projectors. Since Mr. Nekrasz's tenure, there has been no money in the budget for this equipment and the budget has been level funded.

### **Asbestos Floor Tile Replacement at MAC**

Brief discussion took place about the remaining 8 rooms. It will take a few years to finish with Michael Duarte doing the repairs. An asbestos company is still needed.

### **Parking Lot at PODs**

It was decided that the parking lot at PODs will be removed to place the priorities first.

After discussions the following list was made.

### **Capital List Priorities:**

1. Intercom Mac \$75,000
2. Front door Main entrances upgrades \$40,000
3. Accounting system Infinite Visions, School only \$105,739
4. Wooded pine area for parking spaces at WES \$60,000 (changed from \$40,000)
5. Desktop Computers & Monitors \$150,000
6. Driveway at HS 50,000

**Total \$480,739**

**IV. Adjourn** – A motion was made to adjourn.

Motion by Viveiros, seconded by Carney

3/0/0

The School Committee Work Session ended at 5:52 pm.