

AGENDA



**Addison Central School District
Facilities Committee
Committee Meeting
Wednesday, February 1, 2023, 10:00 am - 11:30 am
208 Charles Avenue, Middlebury VT & Virtual Connection**

ACSD District Vision and Mission

OUR VISION

All students will reach their full academic potential and be prepared for success as engaged citizens.

OUR MISSION

To provide an innovative, rigorous, and supportive educational community that inspires a passion for learning and cultivates empathy and responsibility.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87185859242>

- A. Call to Order Upon Reaching a Quorum
- B. Introductions - Board Members, Administrators and Staff
- C. Public Comment
- D. Approve the Minutes of January 18, 2023
- E. Committee Discussion:
 - 1. Bond Process Update with PCI
 - 2. Performance Contract Process Update with Honeywell
 - 3. MACP and CO Displacement Plan
- F. Other
- G. Adjournment

***Public Comment Guidelines:**

Public comments are encouraged and welcome at each regular board meeting during the period designated for public comment. Comments are limited to three minutes per person. Citizens will be called to make their statement by the board chair. Public comments regarding personnel, students or legal matters will not be heard by the Board.

MINUTES



**Addison Central School District
Facilities Committee
Committee Meeting
Wednesday, January 18, 2023, 12:00 pm - 1:00 pm
208 Charles Avenue, Middlebury VT & Virtual Connection**

ACSD District Vision and Mission

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Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87351052664>

1. Call to Order Upon Reaching a Quorum

Meeting called to order at 12:01 p.m.

2. Introductions - Board Members, Administrators and Staff

Victoria Jette, James Malcolm; Jennifer Nuceder, and Barbara Wilson

Staff: Peter Burrows, ACSD Superintendent, Bruce MacIntire, ACSD Director of Facilities, and Matt Corrente, Director of Finance and Operations.

3. Approve the Agenda

Motion to approve.

Move: Victoria Jette Second: James Malcolm Status: Passed

4. Public Comment

No public comments.

5. Recommendation to Approve Minutes of October 31, 2022

Motion to approve.

Move: Victoria Jette Second: James Malcolm Status: Passed

6. Committee Discussion

Matt Corrente provided a presentation to update the committee on the ACSD facilities landscape. His presentation provided an update on the bonding process in addition to several other potential funding sources. He also provided an update on the ACP program

and it's facilities needs.

As an introduction, Peter Burrows highlighted that there are many moving parts, including the fund balance and flexible pathway needs, that need to be looked at as we are focused on the bond. The administration has also been looking for space for the Addison County Consortium (ACP) facility. The Consortium is made up of the three (3) Addison county school districts. Currently, this program is only available at the elementary level. A joint effort is underway by the Addison Consortium to extend this program to the middle school level for FY24. The administration has looked at the possibility of using the two (2) ACSD central office buildings to serve this purpose. In turn, the central office would need to be relocated to another space. Barb Wilson questioned why the high school facility couldn't be used to provide this program. Even though the high school was built to accommodate a larger number of students than those enrolled today, the space is being used. There is now a health clinic, and the district is responsible for offering services that weren't offered in the past. Chip Malcomb highlighted that you need flexibility, and you cannot assume that 100% of the space is used 100% of the time. Peter stated that each building, including the middle school and high school, must be looked at to determine what space is usable to meet ACSD's space needs.

Related to the bond process, Matt informed the committee that the administration is meeting with Marty Spaulding from PCI (Peterson Consulting Inc.) to better understand the services and scope of a firm that would oversee the bond process. Marty has decades of direct experience in the educational sector and has offered guidance on both sides of the process (architecture and PR). This discussion will help to determine scope and costs associated with the bond process oversight. Depending on the estimated cost, the district may be required to go out for an RFP bid. If so, PCI would most likely be one of the respondents. The PCI consultant recommended that the board focus on a needs perspective first using the TruexCullins report before setting a bond limit. The current plan is for the bond to focus on facility needs that do not involve energy systems and improvements.

Next, Matt updated the committee on the administration's efforts related to Performance Service Contracts (PSCs). The administration is currently working with Honeywell Energy, with the understanding that Honeywell would be the project design leader. A PSC contract covers energy efficiency related upgrades and improvements. The contract requires no upfront capital. Instead, the selected company is paid through money saved by energy efficiencies. Though Honeywell would serve as the project design leader, they would be required to bid on any of the work identified. Under a PSC, if system breaks or fails, it is repaired by the contractor with no obligation to the district. A PSC would allow the district to expand the upgrades to include energy efficiency that might not be feasible through the bonding process due to the taxpayer impacts.

The next funding source that Matt updated the committee on was the Renew America's Schools Grant. Matt explained that the Department of Energy is currently accepting early applications for the RAS grant to jumpstart energy/efficiency capital projects and public/private partnerships. The total amount of revenue available for the program is only \$80M. The minimum award amount is \$500K. A concept paper is to be submitted at this point in the application process. The government's selection process also considers a district's diversity and poverty level. A department of energy database tool is used to identify a district's scores in this area. Since there are many urban districts across the country with much higher diversity and poverty levels than ACSD, there is a very low expectation that our district would be a recipient of any significant funding. Matt pointed out that by responding to this grant, that it could place us in a better position of another round of funding becomes available in the future. It also may serve to stimulate the Vermont bond bank if offering more dollars across the state. He reported that the district is applying on two fronts. First, in

partnership with Honeywell, the application focuses on grant money to address energy systems at Middlebury schools. Second, our district is working with Addison County Consortium to apply for grant funding for district owned electric vehicles at the three AC districts. Jen Nuceder questioned if the application also included parking lot solar panel canopy structures to support the charging infrastructure. Matt explained that the Town of Middlebury will not be focused on the Monroe Street modifications this year. As a result, the timing isn't correct for the district to focus on the parking lot yet.

Next Matt covered the capital reserve fund. He highlighted that though there are several brainstorm ideas for how to invest the fund balance, as was shared at the January 17th board meeting, the administration recommends waiting until the district has clarity on the bond and PSC processes before acting on these funds. Once there is clarity, the Capital Reserve funds may need to be used as the first money needed to initiate the complex construction and renovation phase that lies ahead.

The remainder of the meeting was spent discussing the facilities needs associated with the Addison Consortium Project (ACP), which was introduced by Peter Burrows at the beginning of the meeting. The costs associated with this program are shared equally across the three Addison districts. The elementary program (eACP), which is currently located in a leased Vermont Sun space has proven to be a successful model for serving special needs students whose needs exceed the services offered in our elementary schools. The consortium is now in the process of expanding this program to the middle school level (mACP) in FY24. The ACP is meant to be flexible pathway that allow students to gain the ability to return to school. The introduction of the mACP will eliminate the need to tuition students in programs located in Burlington and/or Rutland, which don't have adequate space to take on more students. It would also eliminate the transportation costs. Because the costs of the ACP is shared across all 3 Addison county districts, ACSD can provide these services at a lower cost than relying on programs outside the district.

Matt reported that from a facilities perspective, both the elementary and middle school program requires facilities. Though the elementary program is currently using the Vermont Sun facility, it would be beneficial to relocate this program to a location more central to the other Middlebury schools, especially from a transportation perspective. It would also eliminate the need to lease the Vermont Sun space. The space should have access to kitchen facilities, proximity to a nurse, near outdoor/open space, etc. The administration believes that the two existing ACSD central office buildings are good candidates for this space. 208 Charles Ave was previously used for a similar program in the past and could easily be adapted to support the mACP. The other location, 49 Charles Ave, could be modified to support the eACP program. The plan to relocate the central office will examine all options, including new construction, purchasing, and leasing. The administration will provide the committee with a comparative analysis presentation for each option.

The next committee meeting will be held on February 1st at 10 am. The PCI consultant will provide a presentation related to bond process oversight and management. The committee will also receive an update on the other funding sources discussed in the meeting along with an update on the Central Office relocation plans.

a. Facilities Bond Process

7. Adjournment

Meeting adjourned at 1:01 p.m.

Respectfully submitted,

Barbara Wilson, Recorder

Motion to adjourn.

Move: Victoria Jette Second: James Malcolm Status: Passed

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