



**Barre Unified Union School District**

**Spaulding High School  
Central Vermont Career Center  
Barre City Elementary and Middle School  
Barre Town Middle and Elementary School**

*Chris Hennessey, M.Ed.*  
Superintendent of Schools

*A rock solid education for a lifetime of discovery*

120 Ayers Street, Barre, VT 05641  
Phone: 802-476-5011  
Fax: 802-476-4944 or 802-477-1132  
Website: [www.buusd.org](http://www.buusd.org)

## **MEMORANDUM**

**TO:** Barre Unified Union School District Facilities and Transportation Committee  
Terry Reil, Giuliano Cecchinelli II, Ben Moore, Andy McMichael, Mary Jane Ainsworth

**DATE:** March 10, 2023

**RE:** Barre Unified Union School District Facilities and Transportation Committee Meeting  
March 13, 2023 @ 6:00 p.m.  
**In-Person:** Spaulding High School (SHS) Library, 155 Ayers St., Barre  
**Remote:** Meeting ID: [meet.google.com/yva-xiqt-dmj](https://meet.google.com/yva-xiqt-dmj)  
Phone Number: (US)+1 240-292-8164 PIN: 644 880 341#

Please Note: If you attend the meeting remotely you must state your name for the record to satisfy the Open Meeting Law

## **AGENDA**

### **5:30 pm - Tour of EEI Project - Gather at SHS Library**

1. Call to Order
2. Organize
3. Additions/Changes to Agenda
4. Public Comment
5. Review/Approval of Meeting Minutes
  - 5.1. Meeting Minutes February 13, 2023
6. New Business
  - 6.1. Building Visionary List (SHS)
  - 6.2. Review 5-Year Plan - Updated
7. Old Business
  - 7.1. EEI Update
  - 7.2. Storm Water Run-Off Mitigation Update
8. Other Business
9. Items for Future Agenda

10. Next Meeting Date: April 3, 2023 at 6:00 pm, SHS Library and via Google Meet. (Changed to 1st Monday starting in April)
11. Adjournment

#### Parking Lot of Future Items

- A. Transportation Efficiency Opportunities/Improvements [Added: Feb 2023]
- B. Transportation to SHS from Out of District/Sending Schools Discussion [Added: Feb 2023]
- C. Transportation SEA Building [Added: Feb 2023]
- D. Transportation SHS Student [Added: Feb 2023 (Luke)]
- E. Transportation Coordinators - Update on Building Transportation [Added: Feb 2023]
- F. General Transportation Discussion (SHS, SEA, Out of District, etc.) [Added: Feb 2023]
- G. Storm Water Run-Off Mitigation Update (ongoing) [Added: Feb 2023]
- H. Building Visionary Lists - known needs or "to do's" at each building - From Maintenance Leads  
Next 6 Month Schedule of anticipated/planned work in each building.(ongoing) [Reil 11/14/22]

#### BOARD/COMMITTEE MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

# DRAFT

**BARRE UNIFIED UNION SCHOOL DISTRICT  
FACILITIES AND TRANSPORTATION COMMITTEE MEETING  
Spaulding High School Library and Via Video Conference – Google Meet  
February 13, 2023 - 6:00 p.m.**

## MINUTES

### COMMITTEE MEMBERS PRESENT:

Terry Reil, Chair - (BT)  
Giuliano Cecchinelli, II, Vice Chair – (BC)  
Mary Jane Ainsworth (BT Community Member)  
Tim Boltin - (BC)  
Andrew McMichael (BC Community Member)

### COMMITTEE MEMBERS ABSENT:

Vacant Position

### OTHER BOARD MEMBERS PRESENT:

Sonya Spaulding

### ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent  
Luke Aither, SHS Co-Principal  
Jamie Evans, Facilities Director

### GUESTS PRESENT:

#### 1. Call to Order

The Chair, Mr. Reil, called the Monday, February 13, 2023 BUUSD Facilities and Transportation Committee meeting to order at 6:00 p.m., which was held in the Spaulding High School Library and via video conference.

#### 2. Additions and/or Deletions to the Agenda

On a motion by Mr. Cecchinelli, seconded by Ms. Ainsworth, the Committee unanimously voted to approve the Agenda as presented.

#### 3. Public Comment

None.

#### 4. Approval of Minutes

##### 4.1 Approval of Minutes – January 9, 2023 BUUSD Facilities and Transportation Committee Meeting

On a motion by Mr. Cecchinelli, seconded by Ms. Ainsworth, the Committee unanimously voted to approve the Minutes of the January 9, 2023 BUUSD Facilities and Transportation Committee meeting.

#### 5. New Business

##### 5.1 SHS Facilities Discussion (Bathrooms, Locker Rooms, Multipurpose/Wrestling, Gym Mats, Shape Facility, Upgrades – Running Ideas)

Mr. Aither advised regarding a number of SHS facilities items that the Committee should be aware of, including: updating locker rooms (including assuring compliance with Title IX), and working with Central Vermont Career Center School District to expand into a couple of different spaces at SHS. One of the spaces is the multi-purpose room (Room 11 - currently utilized for wrestling). Work involved will include relocating Room 11 activities to the weight room and relocating the weight room. Administration is currently looking at different funding sources that could be utilized (SHS Foundation, Athletics Budget, gate receipts, as well as CVCCSD). Fund raising may also need to take place. Mr. Aither advised regarding delivery of new safety mats (funded by gate receipts) for the gymnasium. Mr. Aither is prepared to talk about the SHS ‘wish list’ when the Committee is ready. Brief discussion was held regarding bathroom issues. Mr. Aither advised that bathrooms have been a concern in that they are being utilized for congregating, vaping, and minor vandalism (nuisance type issues). Administrators are doing as much as possible to see that the bathrooms are comfortable and safe and are used only for their intended purpose.

##### 5.2 Review of Past Maintenance Upgrades for each Building

Capital Improvement Reports for each building were distributed.

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Mr. Evans provided a brief overview of the lengthy documents included in the packet. Mr. Evans provided highlights from the documents, including; restroom renovations, science room renovations, new cameras, new phone systems, and card readers (for exterior doors). Mr. Evans advised that the District has been diligent in taking care of its buildings. Brief discussion was held regarding a concern that classroom door locks require a key to be locked. It was explained that the push button does lock the door from inside classrooms, but doors intentionally need to be locked from the outside (the hallway side) by utilizing a key. Mr. Evans will look into whether or not there is an issue with the locks. In response to a query regarding upgrades to playgrounds, Mr. Evans advised that some grant funded equipment has been delivered to BCEMS and equipment will be delivered to BTMES in the near future. Playground improvements will be made when weather permits. Playground updates will be added to the 5-year Plan.

## **5.3 Review Bidding Process**

A copy of the RFP Bid Procedures (dated 11/14/22) was distributed.

Mr. Evans advised that he and the Business Manager worked on these procedures in the fall of 2022. Mr. Reil queried regarding what may have changed that required updates to the procedures. It was noted that this documentation was not in writing and publicly posted on the website, but is now. Mr. Aither noted that the policy/procedure document should be updated to reflect these procedures. In response to a query, it was noted that non-facilities items also follow a bidding process.

## **5.4 Review Outside Vendor Procedures**

A copy of the Contract Procurement, Development, and Approval Procedures (dated 08/13/19) was distributed.

A copy of the BUUSD Contract Review Form was distributed.

Mr. Evans advised that this document is very much tied to the procedures and advised regarding safety protocols utilized when outside vendors need to enter the building. Mr. Reil stressed the importance of having 'check lists' to assure that all steps (including permit acquisition) are completed. It was noted that CVCC should be removed from the document. Brief discussion was held regarding whether or not the two documents should remain separate and be cross-referenced. This item may be added to a future agenda.

## **6. Old Business**

### **6.1 General Transportation Discussion (SHS, SEA, Out of District, etc.)**

Mr. Aither advised that more students from out of district (school-choice areas) are expressing interest in attending SHS. Mr. Aither advised that transportation is no longer being provided, as few students were using it and it was deemed not to be financially prudent. If there is a large influx of interest, this item may be revisited. Mr. Reil advised that this matter will remain in the Parking Lot for future discussion. In response to a query regarding possible changes to the SHS traffic pattern, Mr. Aither advised regarding the current pattern and issues that could arise from making changes. Mr. Evans advised that a study was performed prior to determining the current traffic pattern. Brief discussion was held.

### **6.2 EEI Update**

EEI continues working on site, with all the necessary trades' people. The project is on schedule. The Project Committee has changed from weekly meetings to bi-weekly meetings. Contractors have been very considerate regarding noise or other types of disruption. Asbestos abatement is completed in specified areas and those areas are now in the construction phase. Construction should be completed by late March (03/23 or 03/24) and asbestos remediation will begin in a new hallway the following week. The Committee agreed to have a brief tour before the start of the next meeting (tour starting at 5:30 p.m.)

## **7. Other Business**

A document titled 'Porous Asphalt Pavement for Stormwater Management' was distributed.

Mr. Evans advised regarding the recent BTMES C Wing stairwell water leak. It is unknown what caused the pipe to break. VSBIT did come in to survey the damage. Water ran from Saturday night into the Sunday morning hours, but fortunately, damage was limited to the first floor. Gratitude was expressed to Chris Conti for reporting the issue. Mr. Evans advised regarding steps taken to remediate the issue and noted that as remediation began early, there was no chance that mold would be an issue. The situation did aggravate some individuals with asthma because of dust circulating due to the fans. The issue is an irritant issue rather than a health issue. Air quality testing is ongoing. Gratitude was expressed to Chris Conti for reporting the issue.

Mr. Evans advised regarding asbestos ceiling tile testing at BTMES. A few small areas have been identified for remediation. Mitigation will be performed during a school break. BCEMS is a newer building and there are no asbestos concerns for that building.

Mr. Evans provided a brief overview of the Porous Asphalt Pavement document, and advised that he does not recommend utilizing this method for storm water mitigation (initial cost, ongoing maintenance, and possible failure of the system). The engineers are recommending this system. Mr. Evans believes it is less cost prohibitive to install underground storm mitigation in the athletic fields. Concern was raised regarding the costs associated with storm water mitigation at the District's three campuses, and how that will impact future budgets. Brief discussion was held regarding the underground storm water run-off mitigation system. A community member queried regarding any storm water run-off mitigation requirements for the SHS student parking lot (located over the river).

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In response to a query regarding any designs for BCEMS and BTMES, Mr. Evans advised he is waiting for engineers to provide information. The Committee held additional discussion regarding use of porous asphalt pavement and came to the consensus that the District should not utilize this method. Mr. Evans will advise the engineers (Dubois & King) that the District does not want to proceed with this method. It will be necessary to have plans/designs created that accommodate the existing athletic fields as well as accommodate the future renovations/upgrades to the athletic fields. It was noted that this item should have been added as an agenda item.

Mr. Reil advised regarding the Board's revisions to the Community Members on Committees Guidelines, noting that terms will be for two years, rather than one. Mr. Reil queried Ms. Ainsworth regarding her interest in remaining on the Committee for an additional year. Ms. Ainsworth agreed to serve for another year (until 03/31/2024). Mr. Reil will contact Mr. McMichael regarding his interest in serving for an additional year.

Mr. Reil expressed appreciation to, and thanked Mr. Boltin for his years of service on the Committee and the Board.

## 8. Items to be Placed on Future Agendas

- EEI Update
- Storm Water Run-off Mitigation Update (also add to Parking Lot)
- Building Visionary Lists (for SHS) (Parking Lot Item A – for March Agenda, but keep in Parking Lot)
- Review Updated 5-Year Plan

### Add to Parking Lot:

- General Transportation Discussion (SHS, SEA, Out of District, etc.) – Added February 2023 by the Committee
- Storm Water Run-off Mitigation Update (Ongoing – keep in Parking Lot) - Added February 2023 by the Committee

After brief discussion, it was agreed that “Discussion of Solar Credits” should be added to a Finance Committee meeting.

## 9. Next Meeting Date

The next meeting is Monday, March 13, 2023 at 6:00 p.m., at the Spaulding High School Library and via video conference.

NOTE: A building tour will be conducted prior to the meeting, commencing at 5:30 p.m. Interested individuals should meet in the SHS Library.

## 10. Adjournment

**On a motion by Ms. Ainsworth, seconded by Mr. Cecchinelli, the Committee unanimously voted to adjourn at 7:11 p.m.**

Respectfully submitted,  
*Andrea Poulin*

