AGENDA

Addison Central School District
Facilities Committee
Committee Meeting
Friday, May 5, 2023, 8:30 am - 9:30 am
49 Charles Avenue, Middlebury VT & Virtual Connection

Please click the link below to join the webinar:

Link to join Webinar
https://us06web.zoom.us/j/85269604818

A. Call to Order
B. Introductions - Board Members, Administrators and Staff
C. Public Comment
D. Approve Minutes from March 31st 2023
E. Discussion: ACSD Facilities FY 24 Goal Setting
F. Other
G. Adjournment

*Public Comment Guidelines:
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MINUTES

Addison Central School District
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Committee Meeting
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https://us06web.zoom.us/j/81972751017?

A. Call to Order

Meeting called to order at 8:31 a.m. by Matt Corrente

1. Introductions - Board Members, Administrators and Staff

Matt Corrente - Director of Finance and Operations
Bruce McIntire - ACSD Director of Facilities
Barbara Wilson
Brian Bauer
Chip Malcolm
Jason Chance
Ellen Whelan-Wuest

B. Action: Committee Reorganization

Brian Bauer nominated Barbara Wilson- declined
Jason Chance nominated Chip- declined
Chip nominated Jason- accepted
Move: Barb Second: Ellen Status: Passed

1. Nomination and Election of Committee Chair

Brian Bauer nominated Barbara Wilson- declined
Jason Chance nominated Chip- declined
Chip nominated Jason- accepted

Move: James Malcolm Second: Barbara Wilson Status: Passed

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2. Nomination and Election of Minutes Recording

Ellen nominated for committee clerk by Brian- accepted

C. Establish Regular Meeting Date and Time

Committee established that regular meetings will occur on the first and third Fridays of every month at 8:30 am, beginning this schedule on April 21st, 2023.

D. Public Comment no public comment

E. Approve Minutes from February 1, 2023

Move: Barbara Wilson Second: James Malcolm Status: Passed

F. Orientation of New Membership

Matt Corrente explained the documents he has provided for new members. It's been a long process of work for the committee and it is important to understand the history and be up to speed without starting all over, and appreciating the value and information in what has come before which is compiled for members. Matt also recommends looking back at old minutes and prior resources available and listed on the website. Matt will provide additional information as requested. Barb notes that the minutes do a good job of capturing information from important prior discussions. Chip noted that former conversations that were very difficult around school buildings are not immediately in front of the committee due to changes in finances and politics, so the primary issues for the committee are how to deal with our infrastructure

Matt recommends reading the 80 page report from last year that is a comprehensive analysis of the major issues that face our larger financial challenges related to facilities. The facilities plan is so big and has an immense scope of time that will pass before a lot of what we enact will become tangible for people. Brian commented that PCB-related restrictions are more stringent as set by Vermont than by federal guidelines/requirements and that significantly changes what is required for our buildings. It would be beneficial to support Rep. Peter Conlon's efforts to slow some of the efforts around enacting the far more stringent restrictions.

G. MUHS Kitchen Update

Bruce updated on the kitchen project. Have already had the first project meeting and will relinquish the project to Breadloaf during April break. Turning it over/beginning early may mean the new kitchen will be ready for occupation by the fall. The project will be a major overhaul of the current space. Meals will be prepared in the concession stand near the football field and brought into the school. Barb asks if there will be noise issues. Bruce says there will be noise but there are not adjoining classroom spaces, other than band and

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choir so the impact of the noise over the six weeks of the remaining school year should be minimal.

H. MH HVAC Update

Matt provides an introduction of the MHS project, which originated in ARPA funding and an $800,000 investment to update the air flow systems (HVAC) in the school which require a lot of maintenance and don't meet the air changes/hour that the state now recommends based on COVID. Barb asks if we're using any other federal COVID funding for this and Matt confirms we're using $800k of the ESSER funds. The original estimate for this project was $2 million which forces the choice between trying to find an additional $200,000 to complete at least half of the project and have the bond pick up the other half, which is possible based on the sequencing of work that would come from the updates/renovations that would come as a result of the bond. Bruce noted the process by which this work would be sequenced with other work in that wing of the building. In the C wing there would be a lot of additional work based on the scope of renovations there, which will also trigger other renovations to the sprinkler system which is a significant additional cost. Have taken documents and plans to a professional estimator to get strong estimates on costs of different plans but have not yet put out bids or proposals. Have had a hard time finding contractors who are available for beginning work this summer and need to lock in a contractor for next summer because that is our last window for opportunity to do the work and use these funds. Barb asks if we'll be able to keep the existing system operational while the work is ongoing, Bruce says yes. To avoid repeating work Bruce suggests keeping the C wing HVAC work as part of the bond. Brian asks if the state is offering grants to support this kind of work. The legislature is considering this currently because they recognize that this is a universal challenge for schools across the state. Have done a preliminary collection of data from schools to provide the state an accurate picture of the inventory of public school buildings and needs across the state, and then looking at how other states like RI and MA have built nonpartisan boards or centralized entities that administer the state's school construction funds every year.

I. Bond Initiative: Project Approach Presentation

Matt explained that the project approach is the transition between the 500 page report that lists the $111 million in needs and to translate that into realistic conceptual drawings that can be converted into a bond vote. Chief architect David Epstein recommends establishing two committees to oversee this process. The Executive Committee would be responsible for overseeing it all, composed of administration leaders and project managers and spearheaded by the superintendent. There are experts in that committee who will be doing a lot of the presentation and finance and design legwork, but would rely on top level leadership of the superintendent to be the connection between the project and the community. The Oversight Committee would be crucial in liaising with the public as well. Had considered hiring a bond consultant to help with this but the architect recommended instead forming a broader committee that would have public representation and input. Brian says he doesn't like that it looks like the school board won't be making the decisions on this process, that instead it appears like the superintendent would be making those decisions. In the least the board needs to be kept well updated on plans and proposals to avoid the board being put in a position where the board only has sign off on a

final decision but nothing leading to that. Bruce points out that the Oversight Committee would have board representatives and the Board would approve decisions along the way. Chip notes that this is an important concern and that the Board would have to approve many things along the way. He also points out that this is part of what TruXCollins brings to the process, a lot of experience working with other school boards on similar initiatives. The project goals need to be firmly established so you don't undermine the efficiency of discussions farther down the line. These goals would be set by the Oversight committee. Barb notes that this would mean the Board should have high level goals also established so that then the Oversight committee would function almost like an action team for making the initiative meets the high level vision of the Board. Once goals are set, the focus will be developing and exploring multiple options that will include different levels of renovation for each school AND different buildings to focus renovations on, or consolidation as a possible option (if it is a goal). Will also discuss bond vs. capital projects with different funding mechanisms as options.

Within the bond discussion, understanding different possible timelines and the implications of them against the different levels of renovation. This will help reveal where there are possible inefficiencies in different renovation approaches. The project approach phase would end with a presentation to the Board by TruXCollins and include all the work done by these committees. This will not result in final schematic designs, will instead lead to conceptual design which is what will inform what is put up to a public vote. There are options for doing this work in phases, doing everything all at once. State funding is something we are paying close attention to and by the time all of this starts to sugar out we may have a state funding option that will influence our bonding. We will explore performance service contracts, which guarantee energy savings as a funding mechanism to offset the costs of different projects.
Capital projects will rely on using cash on hand, and lines of credit are another funding options. TruXCollins estimates this phase of project approach to develop a conceptual design will cost $30,000 and take about 6-8 months but it won't start until we have a new superintendent to lead which means everything is somewhat on hold until that leadership transition. However, between now and then we can determine the composition of the Executive and Oversight committees and discuss/decide the structure and nature of those committees and their relationships to the Board so that they are not siloed and to avoid ambiguous lines of work and communication.

Jason asks if we can do any other legwork to update some of the information that we have that is dated, namely the 2019 data on the facilities. Bruce notes that taking another "snapshot" in time of what the schools need would be expensive and the state will be doing that for their own purposes which will be uploaded onto a dashboard and allow us to see how things have changed over the last 5 years. The level of detail won't be the same as what we did 5 years ago. The whole process will reveal more about current needs, and will also retest the politics around consolidation and school buildings and the question of how we manage our infrastructure. Another important component to this will be having the strategic plan for equity, and that may help ground our decisions in outcomes. Ellen noted that the Oversight committee will be crucial for informing and reporting out on how things are developed and that the committee needs to balance comprehensive representation and also not being too large.

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1. Committee Formation Discussion

None

J. Other None

K. Adjournment

Meeting adjourned at 9:30 am.

Respectfully submitted,
Ellen Whelan-Wuest, Recorder

Meeting adjourned at 9:30? am.

Move: Barbara Wilson Second: James Malcolm Status: Passed

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