

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

**Meeting Minutes**

Meeting of the Capital and School Safety Subcommittee

Friday, May 5, 2023, 11:00 AM Via video conferencing

Join Zoom Meeting: <https://us06web.zoom.us/j/84978261934>

In attendance: Jamie Terry, Kelly Szela, Steven Lamarche, Joseph Caron, Richard Mathieu, Robin Watson, heryl Kozub

1. Call to Order

The meeting of the Capital and Safety Subcommittee was called to order at 11:03 a.m.

2. Approval of Minutes (03/03/23)

The first motion to approve the minutes of March 3, 2023 as written was made by K. Szela and seconded by J. Terry. Unanimous approval.

3. Middle Schools Roof Project – Update.

Joseph Caron reported that the breakout prices were received yesterday for each of the Middle school roofs. All submittals for materials, etc. were sent to the architect, Russo and Barr, and have been approved. So, this allows the contractor to officially order all roof project products that will be needed. Next is the paperwork formality, called “Schedule of Values.” This will include the cost of each piece and part for the project along with an agreed understanding of how and when payment will be made. After this has been completed, a pre-construction meeting will be set up to review site surveys, set up access to the buildings and where materials can be stored. There will be no students in the building since the project will start the day after school ends, which is one and a half weeks earlier than anticipated. The first step is demo and then coordinate with suppliers for delivery of materials. Costs are in line with the bid \$4.4 M for both roofs. The built-up roof was just outside of our financial capabilities, which is why it was decided to go back to EDPM. EDPM price is slightly lower than anticipated. Final cost is significantly lower - \$1.9M less than original projections. Dudley’s share is \$500K and Charlton is \$1.4M. There is a 30-year warranty roof unlike the 15-year warranty with the originally built roofs.

4. Other Capital Projects – Update.

- a. Cameras. Even though the firm alarm panels were higher, costs came in slightly lower than original estimates. Substantial savings overall. New calendar year cameras came in a little bit lower than originally anticipated. Two additional requests for entry doors were made and granted at Charlton Elementary School and Heritage School at a combined cost of \$8K. All entry doors on same system replaced last year. Must continue with continued safety of schools. The cost will not exceed proposal and not go over \$150,000. Given the fact that we are saving \$1.9M, it is appropriate to include these additional requests. So now all entry doors will be tied

into that existing camera system. Purchasing upgraded radio programs may cost up to \$60K per building. This will need to be considered in the future.

- b. Architectural Review. The cost proposal will be sent out as a not to exceed \$150K. The only fire panel that needs final cost is at Charlton Elementary School. So, there may be some volatility in that cost.
- c. Radios. One of the goals was to include a channel on our existing radio setup to be able to speak with dispatch in both towns. But, since we started speaking with them over a year ago, Webster/Dudley's combined dispatch has engaged in an upgrade to their current system which will be digital. Charlton is looking to do this as well. Short term solution would be to provide each school with a radio that is compatible with dispatch in both towns. Once the upgrade in both towns is complete, it must be determined later how to integrate communication into the existing system or find another solution. Currently, the radios in the schools do not have a channel to connect to dispatch in either town. Webster Dudley dispatch and Charlton looking to upgrade their systems. When complete and final, how to best integrate into our existing radio system. Radio connection not included to both towns. Can we defer that cost two years? Investment necessary to connect to radios. Best use of funds that are currently compatible with the town systems as a separate request. Large investment to get digital connection. A radio to connect with each of the schools to the towns is the best short-term solution. Overall costs lower than original projection.

5. MSBA

There is support from both towns to finance the feasibility study with minimal increase on taxable rate that will take the place of current debt. Mr. Lamarche will send a letter to the MSBA to request a 30-day extension to extend pipeline. In better position to extend that 30-day extension for the feasibility study. The next step is to be invited to the feasibility study.

6. Future Agenda Items

Committee to be formed and members to be invited.

7. Adjourn.

The meeting adjourned at 11:23 a.m. 1<sup>st</sup> motion by K. Szela; 2<sup>nd</sup> motion by J. Terry. All in favor.

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**A G E N D A**

1. Call to Order
2. Approval of Minutes (03/03/23)
3. Middle School Roof Project – Update
4. Other Capital Projects – Update
  - a. Cameras
  - b. Fire Panels
  - c. Architectural Review
5. MSBA
6. Future Agenda Items
7. Adjourn

**Dudley-Charlton Regional School District**  
**Phase I - Priority Capital Needs**  
**Original Estimates**

|                                                           | Charlton<br>Projects | Dudley<br>Projects  | Total               |
|-----------------------------------------------------------|----------------------|---------------------|---------------------|
| <b>Roof Replacements</b>                                  |                      |                     |                     |
| CMS Roof                                                  | \$ 4,025,000         | \$                  | 4,025,000           |
| DMS Roof                                                  |                      | \$ 2,242,500        | \$ 2,242,500        |
| Professional fees                                         | \$ 322,000           | \$ 179,400          | \$ 501,400          |
| <b>Subtotal Roof Replacements</b>                         | <b>\$ 4,347,000</b>  | <b>\$ 2,421,900</b> | <b>\$ 6,768,900</b> |
| <b>School Safety</b>                                      |                      |                     |                     |
| Fire Alarm panels and devices                             |                      |                     |                     |
| <b>Dudley Middle School</b>                               |                      | \$ 92,487           | \$ 92,487           |
| <b>Charlton Middle School</b>                             | \$ 99,800            |                     | \$ 99,800           |
| <b>Dudley Elementary School</b>                           |                      | \$ 41,668           | \$ 41,668           |
| <b>Charlton Elementary School</b>                         | \$ 85,000            |                     | \$ 85,000           |
| <b>Mason Road School</b>                                  |                      | \$ 58,285           | \$ 58,285           |
| Cameras and video infrastructure                          | \$ 105,442           | \$ 109,848          | \$ 215,290          |
| Radio Communication - D/W                                 | \$ 27,941            | \$ 27,467           | \$ 55,408           |
| <b>Subtotal School Safety</b>                             | <b>\$ 318,183</b>    | <b>\$ 329,755</b>   | <b>\$ 647,938</b>   |
| <b>Future Planning - all schools except Shepherd Hill</b> |                      |                     |                     |
| Architectual Review - 6 buildings                         | \$ 75,000            | \$ 75,000           | \$ 150,000          |
| <b>Subtotal Future Planning</b>                           | <b>\$ 75,000</b>     | <b>\$ 75,000</b>    | <b>\$ 150,000</b>   |
|                                                           | <b>\$ 4,740,183</b>  | <b>\$ 2,826,655</b> | <b>\$ 7,566,838</b> |

**Dudley-Charlton Regional School District**  
**Phase I - Priority Capital Needs**  
**Updated 1/3/2023**

|                                                           | Charlton<br>Projects | Dudley<br>Projects  | Total               | Actuals/<br>Updated Estimates |
|-----------------------------------------------------------|----------------------|---------------------|---------------------|-------------------------------|
| <b>Roof Replacements</b>                                  |                      |                     |                     |                               |
| CMS Roof                                                  | \$ 4,025,000         |                     | \$ 4,025,000        | \$ 3,600,000                  |
| DMS Roof                                                  |                      | \$ 2,242,500        | \$ 2,242,500        | \$ 1,942,000                  |
| Professional fees                                         | \$ 322,000           | \$ 179,400          | \$ 501,400          | \$ <b>375,000</b>             |
| <b>Subtotal Roof Replacements</b>                         | <b>\$ 4,347,000</b>  | <b>\$ 2,421,900</b> | <b>\$ 6,768,900</b> | <b>\$ 5,917,000</b>           |
| <b>School Safety</b>                                      |                      |                     |                     |                               |
| Fire Alarm panels and devices                             |                      |                     |                     |                               |
| <b>Dudley Middle School</b>                               |                      | \$ 92,487           | \$ 92,487           | \$ <b>121,626</b>             |
| <b>Charlton Middle School</b>                             | \$ 99,800            |                     | \$ 99,800           | \$ <b>133,923</b>             |
| <b>Dudley Elementary School</b>                           |                      | \$ 41,668           | \$ 41,668           | \$ <b>54,343</b>              |
| <b>Charlton Elementary School</b>                         | \$ 85,000            |                     | \$ 85,000           | \$ 85,000                     |
| <b>Mason Road School</b>                                  |                      | \$ 58,285           | \$ 58,285           | \$ <b>74,948</b>              |
| Cameras and video infrastructure                          | \$ 105,442           | \$ 109,848          | \$ 215,290          | \$ 215,290                    |
| Radio Communication - D/W                                 | \$ 27,941            | \$ 27,467           | \$ 55,408           | \$ 55,408                     |
| <b>Subtotal School Safety</b>                             | <b>\$ 318,183</b>    | <b>\$ 329,755</b>   | <b>\$ 647,938</b>   | <b>\$ 740,538</b>             |
| <b>Future Planning - all schools except Shepherd Hill</b> |                      |                     |                     |                               |
| Architectual Review - 6 buildings                         | \$ 75,000            | \$ 75,000           | \$ 150,000          | \$ 150,000                    |
| <b>Subtotal Future Planning</b>                           | <b>\$ 75,000</b>     | <b>\$ 75,000</b>    | <b>\$ 150,000</b>   | <b>\$ 150,000</b>             |
|                                                           | <b>\$ 4,740,183</b>  | <b>\$ 2,826,655</b> | <b>\$ 7,566,838</b> | <b>\$ 6,807,538</b>           |

**Dudley-Charlton Regional School District**  
**Phase I - Priority Capital Needs**  
**Updated 5/4/2023**

|                                                           | Charlton<br>Projects | Dudley<br>Projects  | Total               |
|-----------------------------------------------------------|----------------------|---------------------|---------------------|
| <b>Roof Replacements</b>                                  |                      |                     |                     |
| CMS Roof                                                  | \$ 2,700,000         | \$                  | 2,700,000           |
| DMS Roof                                                  |                      | \$ 1,700,000        | \$ 1,700,000        |
| Professional fees                                         | \$ 198,750           | \$ 176,250          | \$ 375,000          |
| <b>Subtotal Roof Replacements</b>                         | <b>\$ 2,898,750</b>  | <b>\$ 1,876,250</b> | <b>\$ 4,775,000</b> |
| <b>School Safety</b>                                      |                      |                     |                     |
| Fire Alarm panels and devices                             |                      |                     |                     |
| <b>Dudley Middle School</b>                               |                      | \$ 121,626          | \$ 121,626          |
| <b>Charlton Middle School</b>                             | \$ 133,923           |                     | \$ 133,923          |
| <b>Dudley Elementary School</b>                           |                      | \$ 54,343           | \$ 54,343           |
| <b>Charlton Elementary School</b>                         | \$ 85,000            |                     | \$ 85,000           |
| <b>Mason Road School</b>                                  |                      | \$ 74,948           | \$ 74,948           |
| Cameras and video infrastructure                          | \$ 105,442           | \$ 109,848          | \$ 215,290          |
| Radio Communication - D/W                                 | \$ 27,941            | \$ 27,467           | \$ 55,408           |
| <b>Subtotal School Safety</b>                             | <b>\$ 352,306</b>    | <b>\$ 388,232</b>   | <b>\$ 740,538</b>   |
| <b>Future Planning - all schools except Shepherd Hill</b> |                      |                     |                     |
| Architectual Review - 6 buildings                         | \$ 75,000            | \$ 75,000           | \$ 150,000          |
| <b>Subtotal Future Planning</b>                           | <b>\$ 75,000</b>     | <b>\$ 75,000</b>    | <b>\$ 150,000</b>   |
|                                                           | <b>\$ 3,326,056</b>  | <b>\$ 2,339,482</b> | <b>\$ 5,665,538</b> |

**Dudley-Charlton Regional School District**  
**Phase I - Priority Capital Needs**  
**Updated 5/4/2023**

|                                                           | Charlton<br>Projects | Dudley<br>Projects  | Total               |
|-----------------------------------------------------------|----------------------|---------------------|---------------------|
| <b>Roof Replacements</b>                                  |                      |                     |                     |
| CMS Roof                                                  | \$ 2,700,000         |                     | \$ 2,700,000        |
| DMS Roof                                                  |                      | \$ 1,700,000        | \$ 1,700,000        |
| Professional fees                                         | \$ 198,750           | \$ 176,250          | \$ 375,000          |
| <b>Subtotal Roof Replacements</b>                         | <b>\$ 2,898,750</b>  | <b>\$ 1,876,250</b> | <b>\$ 4,775,000</b> |
| <b>School Safety</b>                                      |                      |                     |                     |
| Fire Alarm panels and devices                             |                      |                     |                     |
| <b>Dudley Middle School</b>                               |                      | \$ 121,626          | \$ 121,626          |
| <b>Charlton Middle School</b>                             | \$ 133,923           |                     | \$ 133,923          |
| <b>Dudley Elementary School</b>                           |                      | \$ 54,343           | \$ 54,343           |
| <b>Charlton Elementary School</b>                         | \$ 85,000            |                     | \$ 85,000           |
| <b>Mason Road School</b>                                  |                      | \$ 74,948           | \$ 74,948           |
| Cameras and video infrastructure                          | \$ 105,442           | \$ 109,848          | \$ 215,290          |
| Radio Communication - D/W                                 | \$ 27,941            | \$ 27,467           | \$ 55,408           |
| <b>Subtotal School Safety</b>                             | <b>\$ 352,306</b>    | <b>\$ 388,232</b>   | <b>\$ 740,538</b>   |
| <b>Future Planning - all schools except Shepherd Hill</b> |                      |                     |                     |
| Architectual Review - 6 buildings                         | \$ 75,000            | \$ 75,000           | \$ 150,000          |
| <b>Subtotal Future Planning</b>                           | <b>\$ 75,000</b>     | <b>\$ 75,000</b>    | <b>\$ 150,000</b>   |
|                                                           | <b>\$ 3,326,056</b>  | <b>\$ 2,339,482</b> | <b>\$ 5,665,538</b> |