

MINUTES



**Addison Central School District
Facilities Committee
Committee Meeting
Monday, January 22, 2024, 8:30 am - 9:30 am
208 Charles Avenue,
Middlebury VT**

ACSD District Vision and Mission

OUR VISION

Our vision is for all ACSD students to reach their full learning potential, have a sense of belonging in our schools, and enrich our community and the communities where they live in the future.

OUR MISSION

Our mission is to provide high-quality, equitable, and varied learning environments that inspire a passion for learning and growth among our students.

A. Call to Order Upon Reaching a Quorum

Jason Chance called the meeting to order at 8:30 am.

1. Introductions - Board Members, Administrators and Staff

Attending: Matt Corrente, Bruce MacIntire, Tim Williams, Brian Bauer, Chip Malcolm, Barb Wilson, Jason Chance, Ellen Whelan-Wuest

B. Public Comment - Agenda Items

No public comments

C. Approve Minutes from 11/27/2023

Barb Wilson moved to approve the meeting minutes from November, 2023. Chip Malcolm seconded. Barb Wilson, Chip Malcolm, Jason Chance voted in favor of approving the minutes. Brian Bauer and Ellen Whelan-Wuest abstained. Minutes approved at 8:32 am.

D. Committee Discussion:

1. Mid-Year Facilities Repair and Maintenance Project Report

Bruce provided a summary of repairs that would be important to make to various facilities at this midyear point.

HVAC systems in need of repair include Shoreham (where a problem with the boiler highlighted deficient air handling in the building, which would require an investment of \$1,000,000), Cornwall (where the entire system requires replacement at a cost of \$2,000,000), Weybridge (where the controls need to be updated at a cost of \$125,000) and ongoing HVAC needs at Mary Hogan in the C Wing (at a cost of \$2,500,000).

Brian asked how these repairs come into play with the potential for some schools closing.

Matt agreed that it would not make sense to invest these repairs in buildings if we don't know

they'll remain open in the long term. Barb emphasized the importance of looking at the big picture in how we talk about all of this, as it's all interconnected.

Jason asked more about how the double boiler system works at Shoreham, and Chip asked if the district facilities team and staff manage these systems across all the buildings, or if we use vendors for some of the work. Bruce confirmed that in larger jobs, the district calls in a vendor.

Jason asks if a replacement of the Cornwall HVAC system is something that could happen over the summer, in theory. Bruce confirms yes, if it's well planned. Matt reminds everyone that there is so much work that needs to happen at Cornwall school that investing in individual, costly repairs like this may not be worthwhile. Bruce pointed out that a lot of tangential repairs would need to happen in Cornwall to install new ductwork, including wall replacement/repairs, etc. And while not essential, there are other updates and repairs that you'd want to make to ensure energy efficiency, like updated windows, etc.

Chip reminds everyone that the facilities master planning revealed most or all of this already, and it was always about building needs and not quality of education in the buildings.

Matt explained that the year-to-year budget of these kinds of cost estimates and necessary repairs is in how we budget for the facilities and repairs cost centers, and in our future planning.

Brian asked if we are looking at a bond, what is the timeline? Matt says you have to work backwards from a vote, and you'd need to be initiating a process about 18 months before. And to get to that point, we would need to have agreement as a board on what the plans are to inform the architect's design phase and process.

Weybridge: the control system is 25 years old and requires updates

Mary Hogan's project to renovate the HVAC system in A wing.

COVID changed a lot of air ventilation requirements for schools

The facilities team has stayed on top of making all necessary repairs to make sure students are safe and the air quality is strong.

There were water concerns and repairs that arose this past year, including in Ripton where the domestic water controls system needed repairs. Jason asked what the total cost of that was, and Brian estimated around \$25,000 for repairs.

At MUMS the sprinkler system had a break that led to a flood in the school, for which repairs are ongoing and estimated to cost between \$20,000-\$40,000. In addition to \$70,000 for clean up, and \$10,000 for Breadloaf as of the end of 2023. But insurance should cover the majority of these expenses.

Not a high price tag item, but at MUHS the plumbing is copper with lead soldered joints and it develops pinhole leaks in the copper piping. There had been leaks throughout the fall, showed up in a basement classroom, and required opening a wall to access the leaking pipe. Not the first time this has happened. It can be hard to track down these kinds of leaks throughout the building. This is one of the reasons buildings become obsolete- by the time you look at replacing the whole of a plumbing system, it becomes cost prohibitive.

Misc. projects include renovating MUHS' learning lab, possibly to get done this summer if architects and construction firms could fit the project into their schedules. A ballpark estimate, pre-estimation, is that the project would cost \$3,000-4,000.

Work is ongoing to discuss better space utilization at MUMS.

Brian requests that as surveys are administered to staff about the space, that a true majority be shared, not just the largest percentage of a small percentage of respondents. Jason pointed out that a 20% response rate for surveys is usually excellent.

Central office work has identified some problems with the foundation that have allowed in pests. The building is in need of significant work to correct those problems, as well as rectifying the lack of ADA compliances, ventilation systems and alarm systems. It usually comes in last when considering building priorities. At its peak, the building had 16 people working there. Now, it is at 9 as others have relocated to other spaces in the district. In the spring, hoping to dig up around the perimeter of the building to fix the drainage, and try to

create an ADA compliant access door on the south side of the building so that everyone has access to the lower level. The goal is to make this a useable space for 16 people again, and renovation is the lowest cost option for that building. Bruce had begun initial work to look at what would be required to update the 208 Charles Avenue building to accommodate all the central office staff and needs, and it would cost around \$6 million- it was extensive.

2. Recommended transfer of FY23 General Fund Balance to Capital Reserves

Matt explained that he wanted to discuss this item, which will come before the full board at tonight's meeting, because there are implications in the fund balance for how we transfer some fund balance reserves to capital reserves, to meet future facilities needs.

Brian asks if there is a normal amount that we keep in mind or on hand for emergent, one-time needs? Matt says those kinds of needs are hard to predict, but we have worked to replace levels of funding to make sure each school has money to address one time repairs that come up every year- and still there are things that happen that need more than you expected. Brian is trying to understand if there is anything that will be left over after the emergent, one-time needs are paid for. Matt thinks we could earmark some funds in a way that they can function as a safety net.

Jason asked if there is a way to use any of this for the end of FY24? Bruce points out that a fair amount of this fund balance won't be available until after the current fiscal year closes. We would have last year's fund balance. So there is a lag in the years of moving funds from fund balance to capital reserves.

Barb points out that you'd never want to use these dollars for recurring costs, but using it for one time costs would make the most sense.

E. Public Comment - Any Topic

No public comment

F. Adjournment

Meeting adjourned at 9:47 AM

Respectfully Submitted,
Ellen Whelan-Wuest

Move: Barbara Wilson Second: Brian Bauer Status: Passed

*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.