

MINUTES



**Addison Central School District
Facilities Committee
Committee Meeting
Monday, February 26, 2024, 8:30 am - 9:30 am
208 Charles Avenue,
Middlebury VT 05753**

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

Meeting called to order at 8:31 AM

B. Introductions - Board Members, Administrators and Staff

Present: Matt Corrente Director of Finance and Operations, Barb Wilson, Bruce MacIntire Director of Facilities, Chip Malcolm, Brian Bauer, Tim Williams Interim Superintendent, Ellen Whelan-Wuest, Jason Chance

1. Introductions: Board Members, Administrators and Staff

C. Public Comment - Agenda Items

None

D. Recommendation to Approve Minutes from 1/22/2024

Move: Barbara Wilson Second: James Malcolm Status: Passed

E. Committee Discussion

1. Project review and funding discussion: 49 Charles Ave. Central Office

There is a lot of moisture, will need to redo the foundation to waterproof the building, put in air handling to mitigate some of the issues related to a lack of air circulation. The building is not insulated, but for some insulation in the attic (which will have to be removed for the air handling equipment) so would move to insulate under the roof instead. Would also want to add access at the lower level door to the ground level on the outside (a ramp of some kind) Install a fire alarm system.

A lot of work to make the building function properly. Could cost \$150/square foot is a reasonable estimate, which would mean \$500-600,000.

Chip noted that this building was constructed in the mid-70's by Career Center students for

the Superintendent's office, and nothing significant has been done to that building since- but for an addition that was added at some point. So, doing this work would mean that we are committing to this remaining the central office building for a long time.

Barb asked if there is any potential grant funding that might be available to cover the costs related to insulation, for making it a more energy efficient building?

Bruce noted we will get grants as any other business would for the project, but not education-related grants

Brian noted that we are supposed to have a priority list for facilities improvements throughout the district. Where does this fall on that list?

Bruce noted this was included in the facilities improvement analysis.

Brian feels that any money that we spend should be prioritized for spaces that directly benefit or affect students first.

Matt reminded that Priority 1 is for code violations and safety hazards, Priority 2 is for buildings that have systems that are at the end of their lives or in danger of failing, and Priority 3 is for long term sustainability. This project would focus around Priority 1. Brian would still not support spending \$500-\$600,000 on this project.

Ellen noted that the district is an employer as much as an educator, and this is a priority for helping staff to work in a building that is safe and functions as it should.

Matt noted that other options were explored housing the offices and functions of 49 Charles, including renting other space in town, renovating 208 Charles further to make it a long term solution, and those other solutions were more expensive than focusing on the 49 Charles Avenue building.

Chip emphasized that having a safe, central and usable space at 49 Charles feels most realistic and pragmatic.

Brian suggested looking into the forest service building on Route 7 which has been for sale for 2 years.

Barb asked how long the work might take? Matt notes you can try to break it into phases to make it work over a summer period.

Jason asked if we've looked into using some of our under-utilized buildings for this purpose?

Matt says they have, but it's hard to find room for 16 offices in one building in a way that wouldn't be disruptive to the function of that building. Bruce notes there isn't enough space in any one building to have central office be centralized, it would be spread out across multiple buildings.

Bruce noted that there were some initial discussions around taking over the entirety of the E wing in MUHS, but the principal at the time was not confident the high school could vacate the whole building. Staff also looked into purchasing the old courthouse building downtown which has the right square footage, but it costs \$1 million with likely additional work to be done on the building. Barb asked if it is a lease option. Matt believes not.

Jason asked how we can get more firm numbers/estimates for 49 Charles? Bruce says it will rely on getting some concrete plans drawn up for a professional estimator to present a report. Could have solid numbers in as little as 60 days for further discussion. It will cost \$10,000 to have plans drawn up and professionally estimated. Chip thinks it is essential to move forward because otherwise it's a building that we just cannot use.

2. Project review and funding discussion: MUHS Learning Lab

There are estimates from PM&C, the professional estimating firm, based on TruXCollins plans that were drawn up. The plan would be to take the section of the library that was the computer lab and converting it into a separate classroom space, a change that has already been made to use for a learning space and working 1:1 with students. MUHS needs some more separation from the library side of things.

The estimate is for \$319,539. Staff looked at an alternative opening that would create access from the cafeteria, which would add \$98,000 to the total cost.

Brian asks if we have any information that this would improve education? Caitlin might have that information. The use of the space was changed earlier in the year, and it functions as a space for students who need private, specific conversations with staff about their educational needs and plans to have those conversations. There are no other easily usable spaces available for this purpose.

Jason asked if we can get the plans and scope of work documents as well?

Matt asks if this has been considered in the larger plans for MUHS renovations? Bruce says they did talk to the librarian and other high school stakeholders about how this could be part of a phase of work that would not need to be undone or redone should a larger renovation project with a bond go through.

Barb asked if both of these projects would come out of capital reserves?

Matt says that yes, capital reserves would be one option, a smaller bond at a later time would be another.

Barb asked for a reminder of what the projected amount in our capital reserve would be if the budget is passed? Matt says it would be \$3.8 million, approximately. Chip notes this is part of the point of having capital reserves, rather than using the bond process.

Barb asks if these would be top 2 priorities for the district for use of capital reserves?

Bruce believes these are more urgent. Barb notes that MUMS also has space needs and would like to know more about that situation as well. Bruce notes we are still in a data collection phase at MUMS, trying to assess how space is used in that building to guide whether there are options to reorganize how things are done in the current space, or if there are more square footage needs. This report will be finished by June.

Barb says that because we don't have a larger plan for how to approach facilities decisions overall.

Jason comments that we can probably solve for separation without the whole wall being glass? Bruce says the difference is minute between full glass or half glass walls.

Brian has enjoyed the conversation of the meeting that has been a dialogue, even when people disagree.

3. Facilities Master Plan Process: Goal setting: What would we like to accomplish by June 2024?

Matt asks what we can set as tangible goals for planning over the next few months before things quiet down over the summer?

Barb says that one of the reasons we put the Facilities Master Plan on hold was to focus instead on a district Strategic Plan. The report from TruXCollins was focussed on brick and mortar needs. She wonders if there is a way to layer on a strategic plan assessment to that facilities plan?

Ellen says she believes we need another committee of some kind that combines board + staff members to talk about the larger and intersecting issues of school consolidation, the number of schools we have, etc.

Bruce was part of the state's school construction aid task force, which worked on several months to make a recommendation to the House and Senate regarding school construction aid which has been on a moratorium since 2007. The recommendation boils down to asking districts to have a master plan in place, a 5 year capital plan in place. Act 72 is conducting the assessments and now analyzing the information. The deferred maintenance across the state is \$6 billion dollars, so some of the results of that will impact what the legislature decides to do. One recommendation was to require districts to put a certain amount of replacement costs into their budgets for maintaining buildings, especially if they've taken advantage of school construction aid. In the ACSD general fund this replacement cost requirement might mean an increase of 2-4%. There would be incentivizing school consolidation. If a building's Facilities Condition Index (FCI)- which essentially estimates how much life is left in the building- is over 65%, there would be no school construction aid. The

FCl is a snapshot of the building at a particular time.

The legislature is now discussing the recommendations, but we don't know what their timeline will be. Likely no legislation will be passed this session.

Ellen asked if the TruXCollins plan from 2021 needs any updating in so far as major projects or building needs. Bruce and Matt say no, unless something fails (a boiler, an HVAC system). Tim suggests that the facilities committee serve as the steering committee for a larger process of determining the path forward for school consolidations.

Matt suggests we start by trying to begin a 5 year capital plan, and Ellen suggests that for the pieces that we cannot cover as a single committee could be highlighted as needing additional process and conversation with others.

Ellen suggests that the facilities committee all review the master plan and the strategic plan before the next meeting and then we can work to establish the criteria by which we can start to review the district's facilities.

Jason and Matt will work to coordinate around "homework" and preparation the committee members can do ahead of next month's meeting.

F. Public Comment - Any Topic

None

G. Adjournment

Meeting Adjourned at 9:53 AM

Respectfully Submitted,
Ellen Whelan-Wuest

Move: James Malcolm Second: Barbara Wilson 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.