

PLEASE POST

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AMITY REGIONAL SCHOOL DISTRICT NO. 5

***Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525
(203) 397-4811***

***Dr. Jennifer P. Byars
Superintendent of Schools***

AMITY REGIONAL BOARD OF EDUCATION FACILITIES COMMITTEE MEETING AGENDA

***August 20, 2024 at 5:30 p.m.
25 Newton Road, Woodbridge, CT
Presentation Room***

1. Call to Order
2. Discussion and Possible Action on Minutes
 - a. Facilities Committee Meeting – February 5, 2024
3. Public Comment
4. Presentation and Discussion of Facilities Project Updates
5. Discussion on Capital Reserve Recommendations for End of Year FY24
6. Adjourn



Jennifer P. Byars
Superintendent of Schools

JPB/tml

pc: Town Clerks: Bethany, Orange, Woodbridge

Working to "enable every Amity student to become a lifelong learner and a literate, caring, creative and effective world citizen." *District Mission Statement*

If you require accommodations to participate because of a disability,
please contact the office of the Superintendent of Schools in advance at 203-397-4811.

2023/24 Facilities Report



The 2023/2024 School year was another productive year seeing the completion of some projects that were started late in the 22/23 school year as well as many new projects done throughout the District. Highlights include:

- Completion of the Amity High School Lecture Hall
- Completion of the gym wall panels at both Middle Schools
- Completion of the remodel to the Amity Middle School Bethany modular building for technology.
- Added lighting to the upper parking lot at Amity High School
- Adding a service drop up at the High School field to power the scoreboard and free up room in the press box panel
- Replacement of all the exterior parking lot lights at Amity High School
- Repair and refinish the gym floor at Amity Middle School Orange
- Repair to the underground sump pump discharge lines at Amity Middle School Bethany



- Repair of a sinkhole at Amity High School in the parking lot
- Concrete curb and sidewalk repairs at Amity Middle School Orange
- Power was added to the Amity Middle School Bethany greenhouse to be able to use heaters and fans
- Completion of the ticket booth/storage shed for Amity Athletics
- Repair of the loading dock at Amity Middle School Orange
- Installation of the state-mandated feminine hygiene dispensers at all three schools

Projects Currently in progress:

- Burglar alarm system upgrades at all buildings
- Repainting of the front overhangs at both middle schools
- Roof repairs to the metal roof above Student Street at Amity High School
- Coping stone repair at Amity High School
- Planning for the fire pump replacement at Amity Middle School Bethany
- Discussion on HVAC improvements for both middle schools
- Amity High School Media Center remodel

Indoor Air Quality

- Each building meets three times a year
- Meetings consist of school staff, students, and health officials
- First meeting of the year the committee does a building walkthrough
- Look for stained tiles, leaks, unapproved furniture, unapproved appliances
- Findings if any are discussed and addressed
- Amity is ahead of the mandated HVAC inspections for the revised Public Act 24-74
- High School HVAC inspection just completed

Indoor Air Quality

- State-mandated checklists to be completed for each building and posted on the District website.
- Complete building walkthrough
- Buildings and grounds
- Pest management
- Waste management
- Ventilation



Walkthrough Inspection Checklist

Name: _____
 School: _____
 Room or Area: _____ Date Completed: _____
 Signature: _____

Instructions

1. Read the *IAQ Background* and the Background Information for this checklist.
2. Keep the Background Information and make a copy of the checklist for future reference.
3. Complete the Checklist.
 - Check the "yes," "no," or "not applicable" box beside each item. (A "no" response requires further attention.)
 - Make comments in the "Notes" section as necessary.
4. Return the checklist portion of this document to the IAQ Coordinator.

1. GROUND LEVEL

	Yes	No	N/A
1a. Ensured that ventilation units operate properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1b. Ensured there are no obstructions blocking air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1c. Checked for nests and droppings near outdoor air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1d. Determined that dumpsters are located away from doors, windows, and outdoor air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1e. Checked potential sources of air contaminants near the building (chimneys, stacks, industrial plants, exhaust from nearby buildings)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1f. Ensured that vehicles avoid idling near outdoor air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1g. Minimized pesticide application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1h. Ensured that there is proper drainage away from the building (including roof downspouts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1i. Ensured that sprinklers spray away from the building and outdoor air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1j. Ensured that walk-off mats are used at exterior entrances and that they are cleaned regularly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. ROOF

While on the roof, consider inspecting the HVAC units (use the Ventilation Checklist).

2a. Ensured that the roof is in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2b. Checked for evidence of water ponding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2c. Checked that ventilation units operate properly (air flows in)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2d. Ensured that exhaust fans operate properly (air flows out)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2e. Ensured that air intakes remain open, even at minimum setting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2f. Checked for nests and droppings near outdoor air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2g. Ensured that air from plumbing stacks and exhaust outlets flows away from outdoor air intakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. ATTIC

3a. Checked for evidence of roof and plumbing leaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3b. Checked for birds and animal nests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. GENERAL CONSIDERATIONS

4a. Ensured that temperature and humidity are maintained within acceptable ranges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4b. Ensured that no obstructions exist in supply and exhaust vents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4c. Checked for odors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4d. Checked for signs of mold and mildew growth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. GENERAL CONSIDERATIONS (continued)

- | | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 4e. Checked for signs of water damage | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4f. Checked for evidence of pests and obvious food sources | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4g. Noted and reviewed all concerns from school occupants | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

5. BATHROOMS AND GENERAL PLUMBING

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 5a. Ensured that bathrooms and restrooms have operating exhaust fans | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5b. Ensured proper drain trap maintenance: | | | |
| Water is poured down floor drains once per week (approx. 1 quart of water) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Water is poured into sinks at least once per week (about 2 cups of water) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Toilets are flushed at least once per week | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

6. MAINTENANCE SUPPLIES

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 6a. Ensured that chemicals are used only with adequate ventilation and when building is unoccupied | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6b. Ensured that vents in chemical and trash storage areas are operating properly | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6c. Ensured that portable fuel containers are properly closed | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6d. Ensured that power equipment, like snowblowers and lawn mowers, have been serviced and maintained according to manufacturers' guidelines | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

7. COMBUSTION APPLIANCES

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 7a. Checked for combustion gas and fuel odors | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7b. Ensured that combustion appliances have flues or exhaust hoods | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7c. Checked for leaks, disconnections, and deterioration | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7d. Ensured there is no soot on inside or outside of flue components | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

8. OTHER

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 8a. Checked for peeling and flaking paint (if the building was built before 1980, this could be a lead hazard) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8b. Determined date of last radon test | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



NOTES

Challenges during the year for the custodial staff

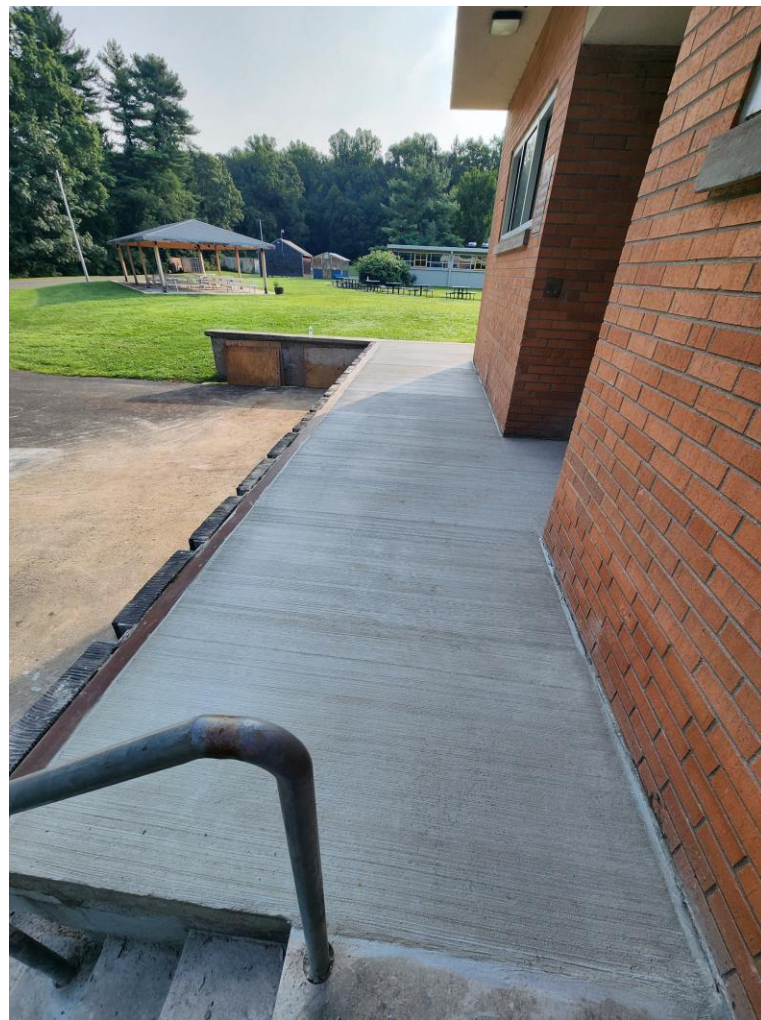
- Staffing shortages
- High School hosted Woodbridge Park and Rec, Amity Athletics and Theater Camp
- Amity Middle School Bethany hosted Beecher summer enrichment
- Amity Middle School Orange hosted both Beecher and Amity's ESY programs

AMSO – Rear
Loading Dock
before repair





AMSO-
Rear
loading
dock
after
repairs





Sidewalk
and curb
repairs at
AMSO





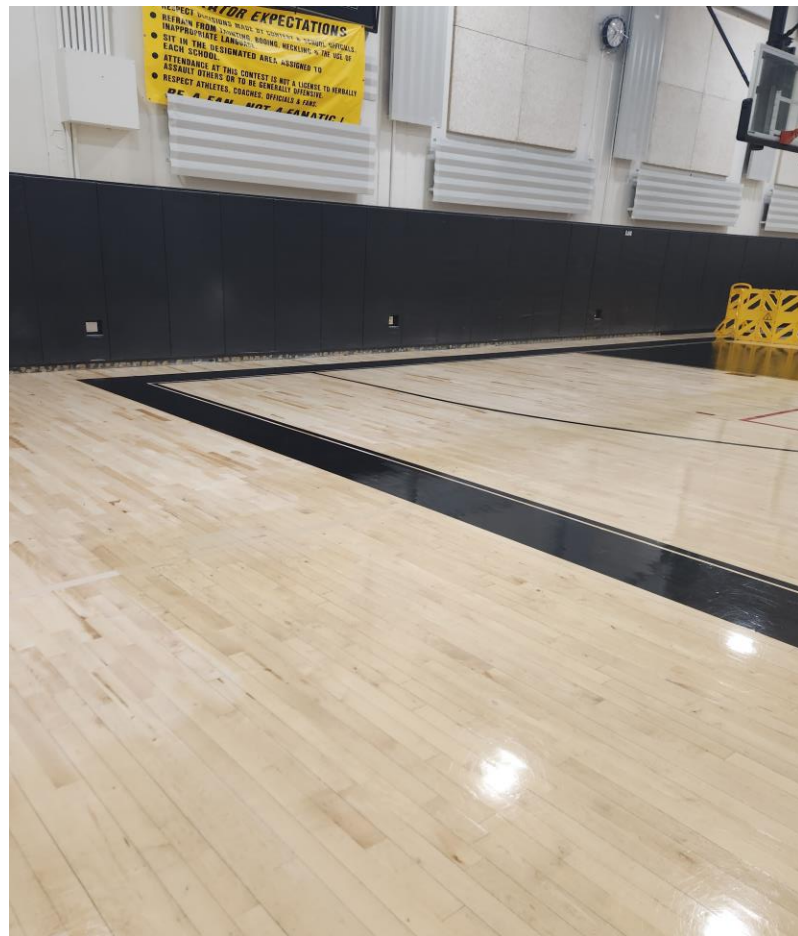
Gym floor
repair of
water
damage
from roof
leak at
AMSO







Gym
floor
after
repair -
AMSO







Sinkhole in
parking lot at
ARHS







Coping Stone
deterioration at
ARHS



Prep work
on coping
stones



Prep work on
coping stones





New power
service drop at the
stadium field



Parking lot
lights added
at the back
entrance
way



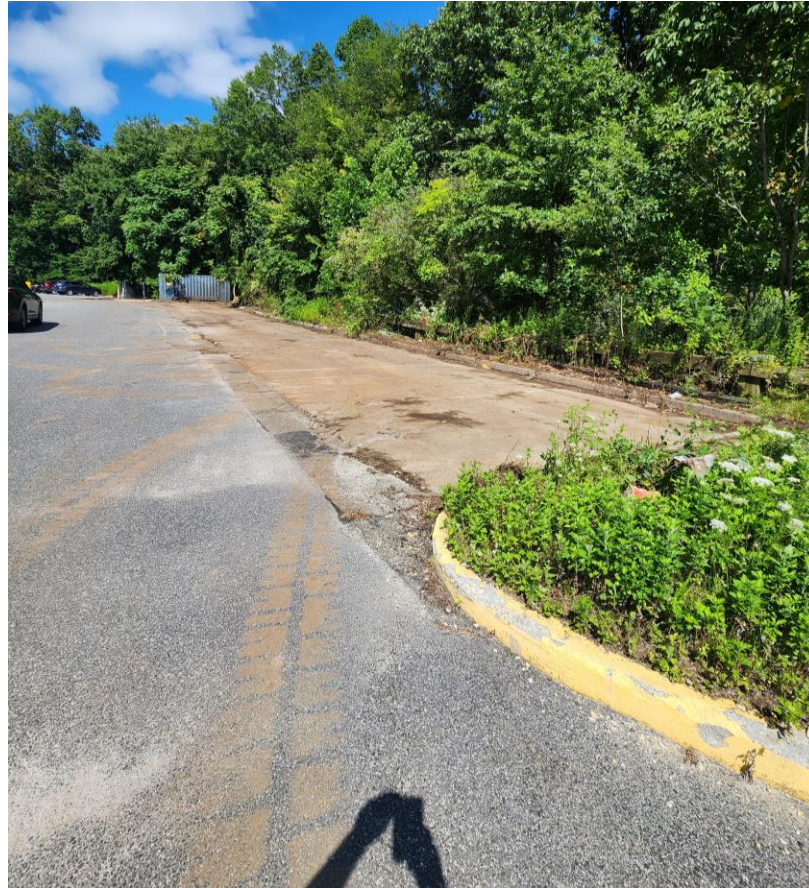
Ticket booth
built by tech ed
classes



AMSB front
entrance
overhang freshly
painted



Connex boxes at
ARHS removed
or relocated to
expand parking



AMITY REGIONAL SCHOOL DISTRICT NO. 5
Bethany Orange Woodbridge
25 Newton Road, Woodbridge Connecticut 06525



To: Jennifer P. Byars, Superintendent of Schools

From: Theresa Lumas, Director of Finance & Administration

Date: August 21, 2024

Re: Request to Appropriate funds to the Educational Expenditure Account

The Administration proposes that 2% of the operating budget be appropriated to the Educational Expenditure Account.

I am recommending the Amity Facility Committee approve the following designation of 2% or **\$1,091,054** into Reserve Fund for Educational Expenditures from the fiscal year 2023-2024. The state statute does not require designation at the time of appropriation, but the Administration generally recommends that the Board designate the funds at the time of transfer. The Administration is recommending the funds are designated toward the library media center renovation.

Setting aside these funds when available can avoid borrowing costs for the project. Estimates for project costs and revenues is provided in this chart:

Project Cost & Revenue Estimates	
Project Costs	
Construction & Soft Costs	\$ 2,697,990
Moving & Storage	\$ 55,000
Legal fees	\$ 25,000
Contingencies-design	\$ 187,303
Contingencies-project	\$ 187,303
Total Project Costs	\$ 3,152,596
Revenue Estimates	
Eligible Costs (less contingencies)	\$ 2,556,730
Reimbursement rate 8/2023 adjusted	0.4202
Estimated State Grant	\$ 1,074,446
Local share	\$ 2,078,150
Local share components:CNR-secured	\$ 1,833,736
Local share components: ECF funds - secured	\$ 74,333
total local revenue secured	\$ 1,908,069
Minimum amount remaining to secure locally	\$ 170,081

Below is the cash flow projection needed to complete the project:

Cash Flow Projection	
Local funds secured	\$ 1,908,069
State Grant Funding -temporarily set aside locally	\$ 1,074,446
Plus Local portion set-aside shortfall	\$ 170,081
Total cash flow required for project	\$ 3,152,596
Less secured funds to date	\$ 1,908,069
Less Year-end unspent funds FY24	\$ 1,091,054
Potential funds left to secure to meet cash flow needs*	\$ 153,473
*The use of contingency funds for eligible items may increase grant funding and reduce this variance.	

The cash flow projection demonstrates the need for the 2% or \$1,091,054 designation of unspent FY24 funds. There is \$374,606 in contingency lines. If these funds are used for eligible expenditures approved by the State through change orders, it will increase the State grant amount. This could result in an increase of the State grant by \$157,425, thus erasing the variance of \$153,473.

There will be two motions for the Board to consider at the September meeting. First is to approve the transfer into the Educational Expenditure Reserve and secondly the designation the funds..

The remaining funds from the fiscal year, once audited, \$1,055,996 will be credited to the member towns' March allocation.