



BERLIN-BOYLSTON REGIONAL SCHOOL COMMITTEE

Budget, Facilities, and Safety Subcommittee

Tahanto Regional Middle-High School/Library

Wednesday September 3rd, 2025 | 1:00PM

Attendee List

- *Committee Members:* Meagan Grill, Lisa Mair, Beth Mancini,
- *Administrative Staff:* Dan Ayala (Director of Facilities), Aaron Osborne (Finance Director), Al Ganem (Superintendent),

Meeting called to order at 1:00PM

1. Review of the Capital Plan- Presented by Aaron

1.1 Berlin Memorial School

- **Mini-splits:** Cost increased from ~\$290k to ~\$500k due to loss of rebates; may be funded via grant.
- **Roof:** Increasing priority; needs long-term planning.
- **Solar Panels:** Recommendation to place solar **one year after** roof replacement to avoid roof/solar conflicts.
- **Rooftop Units:** Mix of repairs and replacements planned.
- **Tile Replacement:** ~\$65k each year for two years.
- **Wall Cracks in Cafeteria/Kitchen:** Cosmetic settlement; recommended repairs.
- **Bathroom Partitions:** Rusted; replacement required.
- **Gym Exterior Door:** Quote of **\$13,000**.
- **Cracked Kitchen Condenser:** Actively leaking; high priority.
- **Carpeting:** Likely to be staged over multiple years.
- **Accessible Playground Equipment:** Potential CPA funding to be explored.
- **IT Needs:** Phone system is analog and outdated; discussion of districtwide IP "hub and spoke" system for emergency efficiency.

1.2 Boylston Elementary School

- **Parking Lot (Back Section):** Estimated **\$150,000**, updated numbers pending.
- **Pre-K Playground Fencing:** Quote of **\$9,740**.
- **Bathroom Repairs:** Aging sinks and toilets; replacements needed.
- **Exterior Maintenance Tractor/Robot Mower:** Low priority; being explored as long-term solution.

The listing of items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may, in fact, be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

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- **Window Shades:** Many broken; approx. ~\$30k (building larger than Berlin's ~\$13k half-building quote).
- **Rubber Playground Surface:** Considering rubber flooring for accessibility and lower long-term maintenance.
- **Science Lab Stools:** Below capital threshold; may be funded from operating budget.
- **Front Door Entry System:** Desire to add simple remote button access.
- **Device Replacement:** Large cost for maintaining 1:1 devices across the district.

1.3 Tahanto Regional Middle/High School

- Has received the **least recent capital funding**, resulting in many carryover needs.
- **Urgent Items:**
 - Floor scrubber
 - Auditorium fluorescent lighting (original to building)
 - Theatrical lighting system (aging)
 - Projector (obsolete)
- **Swipe Card System:** Aging; priority to be evaluated.
- **Track Condition:** Lane 1 uneven and deteriorating; inspection needed.
- **Middle School Furniture:** Initial \$176k estimate will be reduced; received donated furniture from Fitchburg.
- **Gym Lighting Controls:** Not functioning; breaker used as switch. Quote: **\$7,000**.
- **Parking Lot Expansion Project:**
 - Preliminary estimate: **\$650,000+**
 - Required: DCR approval, engineering design, and town support from **both Berlin and Boylston**
 - Concerns raised about:
 - Permit lifespan
 - Town awareness
 - Financial planning timeline
 - Safety issues from current inadequate parking
- **Phone System:** Upgrades needed to support hub-and-spoke model.
- **Device Replacement:** High priority; Tahanto has not received Chromebook replacements in two years.

2. Discussion on Communication With Towns

- Need for **proactive communication** with Berlin and Boylston regarding large capital items, especially the Tahanto parking lot.
- Subcommittee may take lead on outreach to Select Boards and FinComs.
- Aim: avoid surprises, improve collaboration, clarify financial impact and priority ranking.

3. Mission/Purpose Statement for Subcommittee

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- A purpose statement drafted by Lisa was reviewed.
- Agreed to send it to Lori Hart for inclusion in the handbook.

4. Scheduling Subcommittee Meetings

- Need for consistent scheduling to avoid administrative burden.
- Preference for daytime meetings.
- Al will serve as liaison to coordinate dates with administration (Aaron, Dan).
- Future meetings will be set in coordination with the full School Committee calendar.

Motion made to adjourn meeting at 1:45PM by Lisa, seconded by Beth. All were in favor, meeting adjourned.

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