

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Capital Outlay and Safety Subcommittee

Friday, December 5, 2025, at **9:00 AM**

Via Video Conferencing

Join Zoom Meeting

<https://us06web.zoom.us/j/89252436838>

Meeting Minutes

- I. Call the Meeting to order.** Meeting called to order at 9:01 a.m. on December 5, 2025 by the Chair, Anthony Aube.

II.

Chair declaration:

In accordance with Mass. General Law Charter 30(A), Sec 20 and in accordance with Chapter 2 of the Acts of 2023 I announce this meeting is being recorded by the (Dudley Charlton Regional School District) and I ask if there is anyone else present that is recording today's meeting? Please let the minutes reflect. No recording of meeting currently. Recording started at 9:04 a.m.

II. Approval of Minutes

10-3-25. Date listed incorrectly. Should be 10/31/2025 meeting minutes needing approval. At the next scheduled meeting, 10/31/2025 and 12/5/2025 meeting minutes will need to be listed for consideration of approval.

III. Public Comment (Limited to 1 minute) None

IV. Subcommittee Communications. None

V. Director of Facilities Standing Update(s) as available: S. Pusateri reports good coordination with the service providers for our first snow event. S. Pusateri will meet with the snow removal company on Tuesday, 12/7/2025 to go over a few changes at the high school. All preventative maintenance and boiler inspections have been completed at all the schools.

- a. SHRHS.
- b. DMS
- c. DES
- d. MRS
- e. CMS.
- f. HES.
- g. CES.
- h. Grounds / Support Equipment

VI. CMS Water Fountain/Refill Stations. Water fountains and refill stations have been completed. Students reached out to express that they were happy about this. This item will be addressed in the Spring. Maybe get quotes or possible donation of time to get these repaired by a local vendor. It may also need to be handled internally. Tabled.

VII. CES Fire Alarm Panel Multi-Lingual Audio Notifications. NFPA does not require the multilingual announcements. It is the language of the main population, and with the local authority having jurisdiction, it does not allow for additional messages in an alternate language.

VIII. CMS Basketball Court. Asphalt plants are closing now. This will need to be tabled until the Spring. Kelly suggested getting a volunteer or a member of the community to donate their time. The goal is to get this done in the Spring so students can use the courts.

IX. HES Driveway Lights. K. Szela reported that the driveway entrance of Heritage School is very dark. The Heritage School sign is not illuminated along with the three first posts not operating. In November of 2021, one of the polls was hit and was never replaced. It was identified that there is a break in the line that serves the three poles (one pole without a light). National Grid has been contacted for a pole to be added at the end of the driveway (on Oxford Road). A 270 volt meter and timer and a pole will need to be added to back feed into the existing poles to provide power. Because of the Statute of Limitations, we are responsible for replacing these lights.

X. CES classroom sinks. At CES, classroom teachers are not able to use sinks on the left side of the first left corridor classrooms. This is a safety concern when there is a need to access water. Doors can't be left open due to safety concerns of elopers. S. Pusateri will look into this issue with Scott Cushing, the head custodian at CES for a resolution.

XI. DES rear stairs. Rear stairs at DES used to enter and exit are starting to crumble. There are safety concerns with this. The consideration for repairs vs. replacement will be addressed. S. Pusateri will meet with the head custodian at DES, Mark Erickson, to address this issue as this may need to be added to the Capital Project.

XII. Dock stairs railing at MRS. While A. Aube was doing a walk-through at all of the schools, he noticed that there was no railing on adjacent stairs near the dock for custodial staff at MRS, which is a safety issue. Consideration for installing railing there will be looked into.

XIII. Discussion Lab and STEM Classroom Requirements for First-Aid Kits, Eye Wash Stations, Safety Glasses, Signage, inspections, etc. A. Aube volunteered in STEM classes at CMS. There is adequate eye protection (safety glasses) but not much in the way of First Aid Kits, compression kit, band aids, flush station, gauze, signage, etc. With the nurse's office located at the other end of the building, this could be a safety issue, especially when using saws and drills. Companies coming in to do a presentation in which students participate should provide all safety equipment as well as providing hearing protection for students. This will be looked into for safety concerns and the need for First Aid Kits, Eye Wash Stations, Compression Kits, Band aids, Signage, etc. during the school day and for after-school activities (when the nurse is not there).

XIV. Director of Finance and Operations Standing Update(s) as available:

Capital Request Timeline for FY27 Capital Request Budget Creation. J. DeSantis reported that he will meet today at 11:00 a.m. with S. Pusateri to update the original Capital Plan. Next week, S. Pusateri, S. Lamarche and D. D'Arcangelo (Technology Director) will meet to update the Capital Plan. The week after S. Lamarche and J. DeSantis will meet with both towns to discuss the capital requests for FY27. After meeting with both towns, further updates to the Capital Plan will follow. A. Aube asked what was considered a Capital Request. What's considered a capital asset is any signal asset with a useful life over one year and a value of \$5K or more. Architectural reviews lump certain Capital Projects into specific categories with a certain project number. More detail on this after the next meeting. Incorporate all needs in Capital Plan to save on Operating Budget. Identify on architectural plan which items can be added to the Capital Budget.

XV. Discussion: Capital Request / Proposals not previously identified in previous request. None.

XVI. Topics not reasonably anticipated at time of posting. None.

XVII. Future Agenda Items.

Next meeting date: Friday, January 16, 2026 at 9:00 a.m.

XVIII. Adjourn. K. Szela 1st approval; M. Chickering 2nd approval. All in favor. Adjournment at 9:31 a.m.