Finance & Operations Committee

October 8, 2026

COMMITTEE OF THE WHOLE

MINUTES

Board Members Present: Kehoe, Tollefson, Westra, Vos

Meeting called to order: Kehoe 5:06 p.m. **District staff Present:** Merritt, Anstey, Malbon, Lents, Jory

Citizen Representatives: Roderique and DeMers (Johnson absent)

Guest Presenters – B. Gesaman/McCarthy & Smith; A. Read/TMP Architects; Jennifer St. Louis/ABM Services; B. Koziol/Arch Environmental

Public Comments – none

Approval of Prior Meeting Minutes – The September 3, 2026 meeting minutes were approved.

Summer Construction Update – Brian Gesaman of McCarthy & Smith and Anna Read of TMP Architecture reviewed the summer 2026 bond construction work and upcoming projects. Work included major renovations at Gallimore and Hoben, improvements at Farrand and Discovery Middle School, and other building, site and athletic improvements. Gallimore's new gymnasium addition is still under construction, with completion expected in May 2027. Hoben received new flooring and furniture, a secure entrance and a new hallway that allows students to reach the playground without passing through classrooms. Discovery received mechanical and interior upgrades, along with parking lot and tennis court work. The team thanked ABM and Maintenance for helping get buildings ready for students. The team discussed ongoing planning with athletic directors and coaches for baseball and softball field improvements, including drainage and clay soil concerns. Because all six fields cannot reasonably be completed in one summer, the work will likely be spread over two summers. The committee asked that the upcoming work be shown in the presentation even though final plans are still being developed. Upcoming work at elementary schools and Plymouth and Canton high schools was also reviewed, including plans to update the Canton "pit" as a collaborative space. The presentation will be shared with the full Board.

Salem HS Fire Suppression System Update – Mr. Gesaman provided a brief update on the Salem High School fire suppression system. Contractors replaced the main piping over the summer before school started and installed valves that will allow the fire suppression and domestic water systems to be shut off separately for future maintenance. The remaining fire pump equipment is expected around November 10, with installation and testing to follow. He explained that the existing pump does not provide the pressure needed to pass the required inspection, although water remains in the lines. The fire marshal has allowed a reduced monitoring arrangement in the areas served by the system while the final work is completed. The committee also discussed bringing the emergency work back to the Board in accordance with purchasing policy and the importance of keeping the Board informed about delays.

ABM Summer Cleaning Presentation – Jennifer St. Louis of ABM shared photos of the summer cleaning and floor projects throughout the district. She explained that team cleaning worked especially well in larger buildings and schools with summer programs. ABM completed floor waxing in 16 of 24 schools by the first week of August and worked closely with McCarthy & Smith and Maintenance to coordinate cleaning around construction. The earlier start of school, summer programs and staff returning to buildings in August made the schedule tighter than usual. Some newly installed flooring at Hoben will need additional coats of wax over winter break. Committee members complimented the work and asked that future updates include a few before-and-after pictures so the Board can better appreciate the condition of floors before summer cleaning and the improvements made. Ms. St. Louis agreed to include examples in a future KPI presentation. The team was also thanked for its flexibility and support with staffing needs.

Stormwater Management Plan Renewal – Brendan Koziol of Arch Environmental Group reviewed the district's Stormwater Management Plan and the Board resolution needed to support its renewal. The district has participated in the state MS4 stormwater permit program since 2009. The plan covers public education and participation, identifying improper discharges, construction and post-construction runoff, and pollution prevention. Mr. Koziol explained that the Board resolution serves as the district's formal commitment to enforce its existing stormwater policies, rather than adopting a municipal ordinance. Matt Lents oversees the district program, with Arch providing inspections, reporting and technical assistance. Committee members asked about inspections of existing drainage systems and new construction, as well as the status of the permit, which reached its stated expiration date on October 1. The renewal application was submitted in April, and the district remains covered under an extension while the state completes its process. The resolution will move forward for Board consideration.

Property Line Discussion – 1311 Ross Street – The committee discussed a property line issue involving a home at 1311 Ross Street, next to Smith Elementary. A recent survey showed that a strip of approximately 10 by 62 feet of the residential property has long been used for the school's sidewalk and parking area. The prospective purchasers would like to adjust the boundary and transfer the affected land to the district so they are not responsible for the property or its liability. Their representative has offered to handle the survey, legal paperwork and transfer at no cost to the district. The committee was agreeable to administration providing a letter or email confirming the district's intent to proceed with the process. An earlier district survey will also be reviewed to determine whether similar boundary issues may affect adjoining lots.

Adjournment: – 6:22 p.m.