

BUDGET/FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, September 15, 2008

Oliver Administration Building

Present

Subcommittee: William O'Dell (Chair), Paul Brule, David Dugan and Marjorie McBride

School Committee, Administration and Staff: Diana Campbell, Karen Lynch, John Saviano, Edward Mara, Melinda Thies, Jane Correia and George Simmons (6:11)

Bill O'Dell called the meeting to order at 6:03 PM.

Public Comment

None

Approval of Minutes

MOTION: Paul Brule motioned to approve the minutes to the August 25, 2008 meeting; Marjorie McBride seconded; the motion passed unanimously.

Procurement Policy

Marjorie McBride explained that Jane Correia merged the various pieces of the procurement policy into one; at issue is Section II and which purchases can be waived from the bidding requirements. The Colt Andrews renovation is construction paid by bonded money and does not apply. Bill O'Dell had no issues with the policy revision as presented. Paul Brule agrees, and is not interested in seeing the day to day purchases of the District, only the larger, out of the ordinary projects. Consensus of the Committee was approval as presented.

Facilities

Relocation of Existing Sewer Injection System at High School –

George Simmons explained that because of the design of the building, the high school needs a sewer injection pump; originally, two pumps were installed; a number of years ago, one pump failed and the decision was made not to fix or replace it because of the cost involved. Since then, an addition was put on to the auditorium making the current location of the pump (in the courtyard) poor for accessibility; George suggested relocation to the bridge area of the grounds. After much discussion on the pros and cons to relocation and staying with the existing location, it was decided that George should get the blueprints and Paul Brule will contact an engineer to come and assess the feasibility of installing two new pumps at the

existing location. All agreed the work should be contracted out, rather than done by our maintenance staff. George Simmons will report back to this Committee at their next meeting.

Redesign Gas Service at High School –

George reported the pressure in the gas line to the high school is excessive (to an alarming level) and must be dropped. We currently reduce the pressure at two locations. National Grid has suggested a redesign of the system; they could do the complete job at a cost of \$46,000. All agreed this would be the safest course. Two or three sections of asphalt will have to be cut, but would be repaired by National Grid.

MOTION: Marjorie McBride motioned to direct George Simmons to solidify a bid with National Grid to redesign the gas lines to Mt. Hope High School and bring the bid before the full School Committee for approval. Paul Brule seconded. The motion passed by a vote of 4 to 0.

Jane Correia said the funds for this project could come from Capital Projects.

John Saviano left the meeting at 6:50 PM.

Technology Room Issues at Kickemuit Middle School

Air Conditioning: George Simmons reported the air conditioning

system is not working; it is under warranty; he has attempted to contact Correll Brothers several times and has withheld \$3,000 of payments. A worker was at the site last Thursday, worked one hour, then left to use the bathroom and never returned. The AC is on two separate systems—the system for the server is fine, the office system is the problem. George has let Luis Torrado know the situation is out of hand; Jane Correia has contacted the Barrington School Department where Tower Construction will be doing a job. George will report back at the next meeting.

Screen: There is a screen missing which cannot be easily replaced because of the materials and the size.

Phone Lines: Ed Mara said in order to reconnect the lines, the entire system must be shut down; the next available day is the Columbus Day holiday in October. The District works with PayTech, who contracts with Verizon—this is a savings to the District. Ed explained that Verizon will not work directly with the District because of our size, but it puts us on the second priority level. Diana Campbell has heard otherwise and will check into the situation. It would be nice to know why the phone system goes down so frequently. This issue can be included in the technology review.

Technology Review

Because of so many problems with technology, Diana Campbell

thought an audit of our technology system would be prudent. A detailed audit would cost \$10,000; a “review”, involving a quick review with Paul Morris, visits to a few facilities, and a report with some recommendations, would cost about \$500. Diana feels the objectivity of a third party is worth while.

ACTION: The Budget/ Facilities Subcommittee directed Administration to arrange a \$500 Technology Review.

Crossing Guards

Marj McBride reported safety concerns about Colt Andrews students crossing Hope Street. To rectify the situation, one custodian will cross students across Bradford Street, and students crossing Hope Street will be crossed by a custodian in front of the Wrap Shack. The Town will be asked to refresh the paint on the crosswalks; George reminded everyone that the custodians do not direct traffic.

George Simmons left the meeting at 7:21 PM.

5-Year Asset Protection Plan

Jane Correia reported no changes to the plan since the last meeting; the Mt. Hope fields are not included. Once submitted to RIDE, only emergency-type projects can be added.

The numbers will be finalized when the audit is complete; Jane has

heard there will be no increase in state aid in the future. Marjorie McBride would like the fields project to be added; Bill O'Dell felt comfortable with doing the study since there is money to at least start the work that will be needed.

MOTION: Marjorie McBride motioned to proceed with the study of the Mt. Hope fields, in an amount not to exceed \$20,000, in preparation to upgrade them. David Dugan seconded. The motion passed unanimously.

FY 2008 Budget

Jane reported the auditors are in and moving right along. The balance is approximately \$270,000 with no major adjustments.

FY 2009 Budget

Jane distributed and reviewed a reporting of the budget as well as revisions reflecting adjustments in housing aid which affect debt service and capital projects.

Jane also reviewed the FY 2009 Debt Service Payment Schedule.

Jane also prepared and reviewed with the Committee a condensed report of the General Fund and State Investment Funds and the line items included.

Next Meeting

The next meeting is scheduled for Tuesday, October 14, 2008 at 6:00 PM at Oliver.

Adjournment

At 7:44 PM Paul Brule motioned to adjourn; David Dugan seconded; the motion passed unanimously.

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