

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Monday, July 19, 2010**

**Oliver Administration Building**

### **Present**

**Subcommittee: William O'Dell (Chair), Paul Brule (6:14) and Karen Lynch**

**School Committee, Administration and Staff: John Bento (6:12), Diana Campbell, Marjorie McBride, John Saviano, Paul Silva, Melinda Thies, Pauline Silva and George Simmons**

**Guests: Walter Burke, Diane Mederos, Kenneth Marshall, Susan Rancourt and John Dolan**

**Bill O'Dell called the meeting to order at 6:10 PM, once a quorum was reached.**

### **Approval of Minutes**

**MOTION: Paul Brule motioned to approve the minutes to the June 21, 2010 meetings. Karen Lynch seconded. The motion passed by a vote of 3 to 0.**

## **Public Comment**

**Later in meeting.**

### **Discussion with Bristol Town Leaders on Collaboration for Grant Funding for Upgrades to MHHS Fields**

**Bill O'Dell stated the District's field project is currently held up at DEM; once cleared, the project will be shovel-ready; the District is interested in protecting its investment in the project to date; because funding is a definite issue at this time, the District would be interested in exploring a collaborative effort for grant funding.**

**Walter Burke, Bristol Parks and Recreation Director, has had a great deal of experience and success with securing grants. He said grants requests can be structured to take advantage of specific opportunities, such as environmental issues, green initiatives (for which there is a great deal of funding), etc.; ex., installation of a storm drain to remediate a drainage issue at the golf course and making it environmentally friendly, protects the high school which becomes an environmental project and therefore eligible for more funding and impacts the Town Beach—this all being a watershed issue. Save the Bay and other concerns are anxious to come on board with such projects.**

**Walter explained he knows of a DEM 50/50 matching grant opportunity due in September in the amount of \$400,000; the matching funds could be sought through other grants. However, the**

fields must be controlled by the Town of Bristol. At present the fields are owned by the Town and the District leases them for \$1 per year; they are first and foremost for School District use. DEM does not fund projects that are exclusively for school districts; our fields are already used by community groups like Pop Warner and the Mustangs and the public uses the track. The deed is under the Town; the Town has a maintenance contract with DaPonte as does the District; a transfer of that budget item to the Town may be necessary.

Scheduling of the fields would remain with Marilyn Pellerin. As for security, all rules and regulations would remain the same and the Town staff would never preempt the District.

DEM receives appropriations from the State for open space and recreation grants.

Bill said although the District lost our window of opportunity for this year, DEM approval is good for two years; he asked the timeline for the September 50/50 grant. Walter said it depends on the grant source; Champlin grants are due this month.

Paul Silva said we already satisfy the ownership requirement, the maintenance arrangement will have to be modified. Marj said the care and custody contract with the Town would have to be adjusted to exclude the fields. Bill said the matching funds could come from the District; there were two plans drawn up for the fields—with swails at

**\$1.25M, and with drain pipes at over \$2M.**

**Walter reiterated there are many grant opportunities; one grant opens opportunities for others; many exist for educational, environmental, community and civic issues and arts and culture; we involve other agencies and utilize the grants that work for us; authorization was just received from the National Parks Service for the Rec Department to move into the Quinta Gamelin Center which will provide many opportunities for collaboration with the District for programs.**

**Melinda stated we have high school students who monitor the water quality of Silver Creek. Paul suggested maybe we could write an educational grant for the matching funds.**

**John Saviano said although the Bristol town leaders have been very cooperative with the District, he has concerns for a sufficiently strong memo of understanding for the scheduling and maintenance of the fields. Walter said his own philosophy is we are all working for the kids of this town; we are not territorial; it comes down to quality of life for the people of Bristol; Town control of the fields assures DEM the public has use of them.**

**George mentioned we used to maintain Vets Field in Warren with the same arrangement of having first priority; this became a nightmare because Warren would not allow games on the field if the players were not all Warren residents; MOU language would have to be very**

**strong.**

**Ken Marshall said he has been on board with this for many years; we are here to work together to help each other survive these economic times; he agrees with a firm MOU; to spend all of the District's capital projects money on the fields is a bad move; this could open doors to possible revenue sources in the future; he suggested writing the contract properly so no one can break it; he stressed this is for only Bristol fields.**

**Marj added that it is not right for children to transport themselves in their own cars.**

**ACTION: Hearing that all Subcommittee members are in favor of moving forward with collaborative efforts with the Town of Bristol, Bill O'Dell directed the Superintendent to contact the District's attorney and the School Committee Chair to draw up a parliamentary mechanism to sign over the Bristol fields and develop a memo of understanding for usage.**

**Diane Mederos said the subsequent action would have to take place in a public meeting. Walter made it clear this should involve no additional maintenance workload for his department.**

**Karen asked the status of a Kickemuit Champlin Grant; Melinda said nothing has come through to her in terms of a proposal.**

**Beth Penkala believes it is too late now to start field work for this year; water build up starts early.**

**Diane Mederos, Ken Marshall, Walter Burke, Paul Silva and Beth Penkala left the meeting at 6:55 PM.**

**George mentioned we will not have authority to put Pop Warner off the field when it gets wet.**

#### **KMS Wellness Center**

**Susan Rancourt and John Dolan (KMS parents), along with Karen Lynch, approached the Subcommittee with a proposal to create a wellness center at the middle school dedicated to Angie Dolan; there has been much support of the idea and they are now ready to raise funds for the equipment. The high school's wellness center was funded totally by a Champlin Grant and no District funds are used for its operation and maintenance.**

**Melinda has met with the parents, Mike Carbone and George; an important piece of this proposal is it would involve students and the Health and PE curriculum; it would be available to both students and adults.**

**The Wellness Center at the high school is used by staff in the**

mornings and after school, and students use it in the mornings, during the school day, after school, and for the summer fitness program. In the morning the cafeteria people provide muffins and water. It is never idle during the school day. Students not involved in organized sports often will use the center.

John Dolan explained they have spoken with the Superintendent and the head of PE to make it part of the curriculum; this could touch every single student. The \$11-12,000 raised so far could fund a decent gym and contributions from the District could make it a state of the art facility; there are many grants available for wellness but an operating center is needed to get them. This could be a great gift to the middle school community. Susan Rancourt added they have enough to establish the first layer and the plan is to build on it in layers.

Bill O'Dell asked for 1) a plan, 2) buy-in from administration, and 3) sign-off by the building principal. Melinda mentioned supervision in the after school hours. John and Susan said after school operation and adult use would be the next layer; there is a PE teacher at the middle school who would be willing to write grants for funding to maintain the center the way TJ does at the high school; maintenance is always factored into the plan. Target start date is September 1; TJ agreed to provide workout cards and teachers would need to be trained on the equipment. Karen suggested a \$15,000 contribution from the District, the same amount appropriated to the elementary

**schools for playgrounds.**

**Bill said more discussion is necessary. Melinda believes we need to think long term and about sustainability. John and Susan will make a very specific plan, come up with a bottom line figure for the project and meet with Melinda and Pauline.**

**John and Susan left the meeting at 7:26 PM.**

### **Colt Site Work**

**George reported work on the playground was completed this past week; an RFP for resurfacing and relining the parking area is out; there will be 34 parking spaces plus 3 to 4 handicapped spaces. He estimates \$7,000 more to be spent in addition to the \$54,000 so far, leaving \$26,000 of the \$87,000 of Colt money, which must be spent on Colt Andrews because that pool of money was voted by the Committee to come from the Colt Fund, so it will be held for issues that may come up.**

### **Guiteras Heating System**

**George said all the old pipes have been removed; new pipes were being welded today; the chase for the heating line was used; the gas upgrade has been approved; completion is expected no later than the second week of August.**

## **Mt. Hope Windows**

**90% of the windows have been boarded up; 100% expected by week's end; asbestos is present.**

## **Guiteras Field**

**Work orders to fix the dugouts were submitted during the season; George was waiting for the season to end; the issue with first base, which Karen feels is dangerous, is DaPonte's responsibility and George will address that with him.**

**George left the meeting at 7:35 PM.**

## **Architectural Services**

**Although we have not had a formal contract with the architect in the past, Andrew recommends this, after our experience with Mancino; Andrew will work with us on this. We may have to rebid the RFP or at least contact the bidders asking them for an extension. We most likely will conduct interviews. Melinda will contact the bidders.**

## **Award of Actuarial Services Bid**

**Pauline explained this is necessary every three years, according to**

our auditors. The actuarial's job is to cost us out to determine if we are over or under funded. There were two bidders, one from Connecticut and one from Illinois; both have very good references. Our last firm, Angel, was horrible; the document was near useless. Pauline recommends Nyhart, the lower bidder. Nyhart services Chariho, Burrilville, Gloucester and others. Marj would feel better with the Connecticut firm because it is closer.

**MOTION:** Paul Brule motioned to recommend to the full Committee awarding the bid for actuarial services to Nyhart. Karen Lynch seconded. Marj was a little concerned that the prices were so far apart. The motion passed by a vote of 3 to 0.

#### **FY 2010 Budget**

Pauline reported our revenues were \$86,000 over what was anticipated.

Projects completed and submitted for housing aid (exclusive of bond projects) totaled \$628,526.

State Housing Aid received totals \$2,440,168 (\$1,674,406 for Bond Projects; \$765,762 for Capital Projects). This money goes into our General Fund.

**MOTION:** Paul Brule motioned to transfer \$765,762 from the General

**Fund to the Capital Projects Fund. Karen Lynch seconded. The motion passed by a vote of 3 to 0. Bill mentioned that these funds are for no particular project.**

**Marj asked for a separate accounting of the Town of Bristol loan; Pauline will provide one.**

### **FY 2011 Budget**

**Pauline explained we are still hiring and laying off so numbers are unsettled; a line-item budget report will be ready toward the end of August. A budget is in place but it is very liquid at this time.**

### **Asset Protection Plan**

**Pauline and Melinda reviewed the attached Plan; painting projects will begin next week; the Guiteras heating system upgrade has already begun; the outdoor classroom at Hugh Cole has not come to this Committee yet. Bill said each project has its own justification. Karen asked if it could be worth contacted Andrew about transferring the money from Colt. Pauline feels that money should be left untouched at least until the punch list items are completed. Marj reminded the Committee that air conditioning the rest of the schools had been talked about. Bill suggested the Asset Protection Plan list be placed on the August agenda, giving the Committee time to review it.**

## **Adjournment**

**MOTION: At 8:01 PM Paul Brule motioned to adjourn. Karen Lynch seconded. The motion passed unanimously.**

**/ca**