

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, May 20, 2013

Oliver Administration Building

Present

**Subcommittee: Susan Rancourt, Chair, John Bento (7:15 p.m.),
Marjorie McBride and Paul Silva**

**School Committee, Administration and Staff: John Saviano (arrived
8:05 p.m.), Melinda Thies, Pauline Silva and George Simmons
(departed 8:10 p.m.)**

Guests: Eric Dickervitz (departed 8:10 p.m.)

Susan Rancourt, Chair, called the meeting to order at 7:03 PM.

Approval of Minutes

**MOTION: Paul S. made a motion to accept the minutes of the April 4,
2013 meeting; seconded by Marj M. The motion passed unanimously.**

Facilities Focus

Award bid for Landscaping iV Warren 2013-2014

George S. reported that M.J. Construction, currently used by the District for landscaping, actually bid less than the amount they gave last year. The current weekly billed amount is \$250; the new proposed bid is \$185 per week. George S. is very satisfied with the work that M.J. Construction does and is recommending them for this bid. The landscaping work only includes the area around Hugh Cole and KMS, not the field.

MOTION: Paul S. made a motion to award the Warren landscaping bid to M.J. Construction and move it forward to the full School Committee for their approval; seconded by Marj M. The motion passed unanimously.

Award bid for Utility Cargo Vans

George S. reported that initially the District looked into transit vehicles, but upon further research, did not feel these vehicles would be sufficient for the current needs. Bids then went out for three full size vans. Liberty Chevrolet came in with the lowest bid at \$56,880 for 2014 vans. George S. is recommending the bid be awarded to Liberty Chevrolet. Paul S. asked if the District received a better price by looking to purchase three vehicles at once. George S. responded that this type of full size van is not highly sought after as it is a rear-wheel drive, no frills vehicle. Pauline S. stated that the vans currently in use have been in the District since the year 2000 and

although the mileage is not high, there is wear and tear on the body which has required more maintenance. George added that the District is going to keep one of the best running currently owned vans and put the others out to bid. Pauline stated that the District has projected forward with a budget that will allow replacement of one vehicle per year.

MOTION: Paul S. made a motion to award the Utility Cargo Van bid to Liberty Chevrolet and move it forward to the full School Committee for their approval; seconded by Marj M. The motion passed unanimously.

Guiteras Field Redesign Bid Discussion

Melinda T. stated that there have been a series of complaints over the years from residents who live near Guiteras School of damage sustained to their property due to foul balls coming from the baseball field. It is felt that a redesign of the baseball field moving it to the far end near the creek would provide a solution to the current problem. Marj M. asked if the District would need special permits to move the field to that location. George S. responded this would need to be looked into. Melinda T. had a discussion with Walter Burke about funding for this project as well as discussing with him the new proposed location near the creek. He had suggested building a proposal for this project. The District is doing research on dimensions, layout and standard regulations. Pauline S. has also been researching local districts and their field layout. A scaled down

version of LaSalle's field was presented as an example. Susan R. asked if anyone else uses the field. Pauline S. responded that King Philip Little League does. La Cross uses the field as well. George S. commented that the new field configuration would not affect La Cross. Melinda T. believes there is an immediate need for the redesign of this field and would like to see completed as a summer project. Pauline S. stated that the District will end the year with a positive fund balance and that this is the time of year she will be assigning funds. Melinda T. stated she wanted to bring this discussion before the Budget/Facilities Subcommittee and then move forward with developing specs for the field suggesting reaching out to the Gifford Group to have them work up a design.

MOTION: Marj M. made a motion to move forward with going out to bid for the Guiteras Field Redesign; seconded by Paul S. The motion passed unanimously.

Card Reader Update

George S. reported that all the card readers are installed. There have been some glitches with programming especially at the high school, but George S. is hopeful that by the end of the school year everyone will have their cards ready for the next school year. The cards make access available from 6 a.m. to 9 p.m. exclusive of weekends and holidays. George S. stated that principals will be collecting all cards at the end of the year and then in September these cards will be re-issued. George S. reiterated how important it is that all cards be

returned at the end of the school year.

In addition to the card readers, the related new door systems proposed designs for Guiteras and KMS were shown to the subcommittee. All present were happy with the proposal for the Guiteras School door system and felt it fit in very nice with the schools architecture. There were two proposals for Kickemuit Middle School; an aluminum door with a cost of \$66,400 and a frameless glazed glass door with a cost of \$91,400. Melinda T. stated that the frameless door is less obtrusive and can be embossed. The architects are concerned that this type of door system would not be durable enough for the middle school level. Susan R. would like Pauline S. to request a reworked design for the door systems at KMS which will be discussed at the next meeting. Marj M. feels the District should bid out Guiteras and Kickemuit as one project as there would be a better chance of receiving a "bargain price". George S. agreed. George S. feels that the Guiteras door system project could be completed over the summer. If an approved KMS design could come back to the District soon, George S. believes that project could also be completed this summer.

Mt. Hope High School Asbestos Abatement Project Update

George S. reported that the E building asbestos removal was completed including the Science building. He met with the contractor today making clear to him the programs and timelines that are in place so that continued asbestos work over the summer would not

impede summer school and 4th of July Committee activities.

Kickemuit and Mt. Hope High School Field Discussion

Susan R. asked Pauline if she heard back from the Town. Pauline S. responded she had not yet, but that Warren's Town Manager will be getting back to her with dates. George S. reminded those present that Mt. Hope High School is a \$2.5 million dollar project. Melinda T. has spoken with Walter Burke concerning this project. He responded it would take some will to get a group up and running which he didn't see happening soon because there are a lot of small projects going on right now requiring grants. The MHHS project would be a large scale project that would affect the watershed area. The District would be looking for environmental grants. Paul S. stated that he had spoken with Bristol Town Council members who said they would not be able to discuss this project until their own budget was finalized. Paul S. said he would be happy to speak with the Town Council again to see how quickly a meeting could be arranged. He added working with Walter Burke would be beneficial as he knows the best funding sources. Susan R. wants to be sure the District can protect their investment.

Summer Work Discussion

George S. reported he will have the summer work list complete for the next Budget/Facilities meeting. The Mt. Hope High School permeation grouting project will be a large project included on that list. George S. added that the District is also researching lamp

replacement at Rockwell and possibly starting an LED program.

(George Simmons left at 8:10 p.m.)

(Paul Silva left at 8:10 p.m.)

(Eric Dickervitz left at 8:10 p.m.)

Budget Focus

FY13 Budget Update

Pauline S. distributed the monthly reports. She stated again that it is the time of year for her to assign fund balance to future projects. There is currently a surplus in the Retiree Health Care line which has enough to support the following requests: to approve moving \$60,000 to the high school MAC lab before the end of the school year, and to approve moving \$40,000 to put ENOS smart boards into all 3rd and 4th grade classrooms which is part of the integration for 1 to 1 tech devices recently added to the curriculum.

MOTION: Marj M. made a motion to approve moving \$60,000 to the high school MAC lab and \$40,000 to put ENOS smart boards into all 3rd and 4th grade classrooms; seconded by John B. The motion passed unanimously.

John S. asked why there was an amount listed in the "Judgments Against the District" line. Pauline S. stated she would need to research that and would report back for the next meeting. John S.

asked whether the District has paid the debt service. Pauline S. responded, "yes".

FY14 Budget Update

Pauline S. stated she had no updates at this time.

(Paul S. returned to the meeting at 8:20 p.m.)

Analysis of Students Outside of District v Parentally Placed/District Placed Discussion

Pauline S. distributed a copy of a Five-year Comparison Report for Parentally Placed and District/DCYF Placed Students. She commented that the first three years the District did not pay tuition to the MET School, but now the District is responsible for paying the full tuition due to the funding formula. If a parent placed a student, the District pays the tuition and transportation. Marj M. commented that she wanted to see a listing of transportation only to private schools due to parental placement. Pauline S. stated that amount is \$400,000.

She added the amount paid out by the district for parentally placed students has gone down overall.

Future Agenda Items

John B. stated he will be putting in a request for Leave of Absence to the subcommittee as he will be deploying soon. Paul S. will discuss with Andrew Henneous requirements for a quorum in cases of leave

of absence. In addition, he will discuss with Andrew H. requirements for John B. attending meetings through Skype while deployed.

Susan R. requested the following items be placed on the next agenda:

„X Follow-up with Pauline on Kickemuit Middle School door system

„X Follow-up with Pauline on Meeting with Town of Warren regarding field maintenance

Next Meeting

Monday, June 17, 2013

Adjournment:

MOTION: At 8:25 p.m. John B. made a motion to adjourn the meeting; Marj M. seconded. The motion passed unanimously.

kd