

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, June 17, 2013

Oliver Administration Building

Present

Subcommittee: Susan Rancourt, Chair, Marjorie McBride and Paul Silva

School Committee, Administration and Staff: Karen Lynch, John Saviano, Melinda Thies, Pauline Silva, Mario Andrade and George Simmons (departed 6:43 p.m.)

Guests: Eric Dickervitz, Cindy Sadler, Lane Sparkman, Tara Thibaudeau, Beth Hayes, Representative from MGT Disposal

Susan Rancourt, Chair, called the meeting to order at 6:07 PM.

Approval of Minutes

MOTION: Susan R. made a motion to accept the minutes of the May 20, 2013 meeting; seconded by Paul S. The motion passed unanimously.

Facilities Focus

Outdoor Space Proposal

Susan R. asked Lane S. to present the KMS outdoor space proposal. Lane explained that the idea was a result of speaking with kids and parents, and meeting informally with Mr. Howlett to observe the space at lunchtime. It was apparent that students do not have a viable space to gather outside during their lunch break. The current space is absent of shade and gathering spaces. Lane S. met with Beth H. and George S. to discuss the proposal, which would include an improved ground scape, 3 picnic tables, benches and a second basketball hoop. Lane S. reached out to Arnold Lumber, who suggested permeable pavers for the ground scape. Arnold Lumber and Unilock are willing to donate the pavers (a \$5,000.00 value). The basketball hoop will also be donated. Lane S. is asking the School Committee for \$10,000.00 to complete the project. George S. made note that the handout shows more than 3 picnic tables. Lane S. agreed that this is an error. George S. stated that he is comfortable with the project but, in order to ensure that additional maintenance will not be required as a result, he needs to be heavily involved in the planning. Melinda T. asked how this would impact snow removal. George S. responded that snow removal would not be an issue. Melinda T. asked about options for providing shade, suggesting a pergola-like structure. A structure of this kind would provide instant shade. Lane S. added that a material such as sail cloth could be used

to this end. George S. cautioned that such a structure would require footings for posts, and there is an underground oil tank in this area. Lane S. replied that the benches would also require footings. George S. is considering surface mounts for the benches. Susan R. noted that benches are expensive, costing anywhere from \$1,000.00 to \$2,000.00. Beth H. suggested using KMS funds to purchase benches. Susan R. asked if the donation of the pavers is contingent upon using a specific installer and what the cost of installation would be. Lane S. stated that there are no restrictions on who the District uses for the installation. Permeable pavers are a new product, with good press coverage, Lane S. is hopeful that donation of labor will be secured as well. Marj M. shared her own observation of this space; she saw students congregating along the wall, as this was the only area that provided shade. She is supportive of this proposal, but with the following caveat: “not to exceed 10K and George S. would oversee the project”. Paul S. is supportive of the proposal as well. However, he would like to ensure proper installation and asked if the 10K would come from this year’s budget. Pauline S. replied that the funding would come from next year’s budget. Melinda T. asked about a timeline. Lane S. would like to have the work done over the summer for use this fall. Many parents would be willing to donate their time and labor to perform the “leg-work”. Karen L. added that this is a “fantastic idea,” noting an interest in exploring shade options that wouldn’t require permanent footings. George S. suggested planting two more trees in the area close to the sidewalk. Paul S. would like to see the details solidified before committing the funds.

MOTION: Paul S. made a motion to approve the KMS outdoor space proposal not to exceed 10K and pending approval of final budget and progress. George S. will oversee the project; seconded by Marj M. The motion passed unanimously.

Hugh Cole Sign Proposal

Cindy S. explained that the Feinstein Foundation has offered a \$10K grant to Hugh Cole School in exchange for placing a sign which reads “A Feinstein Leadership School” on the exterior of the building. The sign is 7 inches wide by 9 inches long and would be placed above the main entrance. The Feinstein Foundation will install and maintain the sign. Cindy S. went on to say that Hugh Cole School works closely with the Feinstein Foundation and has been the beneficiary of many of its programs. Paul S. asked if a permit would be required. Marj M. replied that the Town of Warren does not require a permit. George S. questioned the size and has concerns about the location. He asked to be notified when the installation will take place. Susan R. asked what the \$10K will be used for. Cindy S. explained that these are non-restricted funds that may be used as the District sees fit. Melinda T. suggested considering a long-term plan for this grant. Pauline S. added that a spending plan should be considered.

MOTION: Paul S. made a motion to approve the Hugh Cole Sign Proposal subject to George S. approving location and size; seconded by Marj M. The motion passed unanimously.

Colt Andrews Chair Cover donation to MOSAICO CDC Art Auction

Marj M. explained that she received an advertisement for the MOSAICO Art Auction, which listed a Colt Andrews chair cover as an auction item. Marj M. was surprised to see this as the Subcommittee didn't approve this donation. The Subcommittee did agree to look into getting a chair cover framed, with the intent of donating it to the BWEF as a fundraising item that would benefit all students. Marj M. stated that MOSAICO is a worthy cause, however, she is concerned that this donation would set a precedent whereby other fundraising groups would be asking for them. Susan R. expressed concern over public backlash if the donation were to be withdrawn as it has already been advertised. Susan R. asked if the chair covers are the property of the District and if they are of any monetary value. Marj M. responded that they are District property; however, we are prohibited from profiting from the sale of them. Melinda T. stated that they have not been appraised. Paul S. reiterated that we do not know the monetary value and that they could potentially be used for scholarships. Susan R. suggested that the Cold Andrews PTO might benefit from them in some way. Susan R. asked what action can be taken. Melinda T. responded that the Subcommittee could direct her to withdraw the donation. Marj. M. offered to get the cover framed.

MOTION: Marj M. made a motion to withdraw the Colt Andrews chair cover donation to the MOSAICO CDC Art Auction; seconded by Paul S. The motion passed unanimously.

Kickemuit and Mt. Hope High School Field Discussion Update

Pauline S. stated that the District initially cut and treated the grass at Kickemuit. Karen L. added that the high school coach had been maintaining the field with his own tractor. The Town of Warren had agreed to take care of maintaining the field, but it came to the attention of the District that no maintenance had been done to date. Melinda T. stated the field needs maintenance before every game. She is not sure if the Town of Warren has the ability or resources to do this. Melinda T. asked if there would be a Memorandum of Agreement (MOA). Pauline S. responded, "Yes, the District has to provide one". Paul S. commented the District provided an MOA before and the Town of Warren refused to sign. Susan R. suggested coming back to the Kickemuit field discussion at a later date. A meeting has been scheduled tomorrow with the Town of Warren.

Discussion moved on to Guiteras field which is currently used by the high school students for baseball. Due to the safety concerns raised, Christy B. feels this is a more pressing issue. It is important to be good citizens/neighbors. Pauline Silva stated that steps have already been taken toward beginning the process to resolve some issues, ie., closing the gaps behind home plate and the dug out. Christy B. added this was a short term fix. She then asked if a long term solution would be to move the field. George S. responded that the field was originally moved to its current location as a result of an injury sustained to a child in the past. Christy B. proposed a 5-year

plan. Part of this plan would utilize turf technology which would allow for baseball and softball to be played on the same field. Paul S. suggested moving home plate where the shed is at the northwest corner of the field. Christy B. stated the plan would cost \$30,000 to \$40,000. George S. added those amounts are a little more than the cost estimate sent out. Karen L. asked the committee to ensure that an experienced landscaper who specializes in athletic fields do the work. George S. added that because Guiteras field is in the lowest lying area in town, it floods frequently. The field will be okay if an engineer designs properly. Karen L. asked if a scoreboard would be part of the plan. Christy B. responded, "Yes, Kevin Farias is working on it." Pauline Silva clarified that the subcommittee already agreed to spend \$30,000 at Guiteras to redesign the northwest corner.

MOTION: Paul S. motioned to do a Request for Proposal (RFP) for Guiteras field; seconded by Marj M. The motion passed unanimously.

Discussion then moved on to Mt. Hope High School's field. Susan R. asked regarding the football field whether a fundraiser conducted by the parents could raise enough money to put down turf instead of grass. Paul S. and Karen L. like the idea of turf. Marj M. said if this was part of a long-term plan, she would not want turf to be used. Christy B. stated that the field could be used for lacrosse. She added that to stay in compliance with Title 9, she will be adding another girls sports team and is leaning toward girls field hockey which could also

use this field. Marj M. asked how much the field project at the high school would cost. Christy B. responded \$1.2 million without the track. Rhode Island Interscholastic League would allow the District to collect gate receipts if we added the track which would cost \$1.6 million. Marj M. raised a concern that the track is not the right size, feeling there is not enough space between the bleachers and the football field. George S. stated the field is too close to the track and that the RILL would not allow meets to be held there as a result. Christy B. said the field could be made wide enough to allow for legitimate lacrosse and track events. Marj M. responded that she did not believe there was enough space. Melinda T. asked whether the fact that the area of proposed changes is a wetland has been addressed. Christy B. responded, yes, with a plan to hook up to the town sewer system. Melinda T. asked if the town will allow drainage to be hooked into the sewer system. Pauline S. stated that the original plan had retention ponds and storage tanks. Pauline S. added that the District will be submitting a 5 Year Asset Protection Plan to RIDE for 2014. She believes this should be approved first before moving forward with this proposal. George S. added it was important to keep in mind that the original plan was only about drainage on the football field. This is different and would be a “piggyback” on the original plan when presented to RIDE. He added that bathrooms would also require a sewer line at Naomi. Susan R. stated this is a long term plan requiring a long term fundraiser as the School Committee would not come up with \$1.6 million. Christy B. stated it is important to know if the School Committee will support

turf before conducting a fundraiser. Marg M. stated that turf is not the issue, but drainage. Pauline S. stated that an entire study would have to be done raising the question, "Who would pay for it?" The McGuire Group completed the study the last time for \$50,000. Marj M. asked if the permit is still good. George S. responded that it is, but for the original drainage design. He then raised the question, "Why go to RIDE, if it is a fundraising project?" The original plan was \$2.8 million and was not possible to do it without RIDE. George S. stated these are two separate issues. The company coming in to put down the turf will not be dealing with DEM; the District will. Melinda T. summarized all were in agreement that an upgrade is needed and that turf is okay to use, but there are concerns related to the foundation that the turf is placed on, ie., drainage, etc. Christy B. stated if the project is done right, it would be maintenance free for ten years after which the District would only need to pay for the top layer. Susan R. closed by stating George S. and Christy B. will coordinate and get the ball rolling. Pauline S. stated she will provide the 5 Year Asset Protection Plan next month to the School Committee.

Budget Focus

Awarding of Food Service Bid

Pauline S. stated that the contract provides for a profit of \$533.00. The cost of buying fresh fruit and vegetables had a profound impact on the budget reducing profits as compared to the past. Susan R. asked if there were any other bids besides Chartwells. Pauline S.

responded that ARAMARK is part of the statewide bid. Chartwells asked the District to raise prices, but Pauline S. would not recommend doing that. Federal regulations are getting tight.

MOTION: Marj M. made a motion to recommend to the School Committee awarding the Food Service Bid to Chartwells; seconded by Paul S. The motion passed unanimously.

Awarding of Trash Bid

Pauline S. stated there were three bids: Waste Management, Patriot and MGT Disposal. MGT came in with the lowest bid. Paul S. asked George S. if he is recommending the lowest bidder. George S. responded that he wouldn't in all cases, but with an \$8,000 savings, he would. Paul S. commented with the savings after three years, those monies could pay for Guiteras field. Marj M. raised a concern of whether this is the company the town uses which does not have a good reputation. Pauline S. responded that MGT Disposal did not list the Town of Bristol as a reference. Melinda T. commented that the recommendation could state "contingent upon reference check".

MOTION: Paul S. made a motion to recommend to the School Committee awarding the School Refuse Collection Services bid to MGT Disposal contingent upon reference check; seconded by Marj M. The motion passed unanimously.

Awarding of Permeating Grouting Bid

Susan R. asked why there was only one bid. George S. responded that this is a specialty trade and not too many companies provide this service. John S. asked about their references. George S. responded that they are good. Marj M. asked if the District used this company before. George S. responded, “yes”.

MOTION: Paul S. made a motion to recommend to the School Committee the awarding of the Permeating Grouting Bid to Maron Construction; seconded by Marj M. The motion passed unanimously.

Mt. Hope High School Coaches Stipend Changes for 2014 Discussion
Christy B. stated that the boys baseball and softball stipends will stay the same. She did not have a formula, but looked into how they pay coaches at the national level. The High School is different from the middle school base with a national average of \$26.00 per hour. Bristol Warren Regional School District is at \$19.00 to \$20.00 per hour. Paul S. asked if this is a School Committee issue or an Administrative one. Paul S. commented that the two columns which show average students and average meets are misleading. For example, baseball does not meet 36 times and golf meets more than 14. Marj M. asked what the adjustments were. Christy B. responded boys baseball head coaches will receive \$3500.00. Melinda T. asked Christy B. if the request is to move money within the budget that was already approved, as well as an increase based on the formula.

Christy B. replied “yes” to both. Paul S. clarified that half of what is being requested would be an administrative decision and the other half, the increase, requires School Committee involvement. Marj M. stated she would like to see a recommendation from the Superintendent. Paul S. requested that only sports be put on a spreadsheet. Karen L. would like a document with just the changes proposed. Christy B. asked Pauline S., regarding the three sports at the high school, whether the District can budget for the increase. Melinda T. responded that it would be internal.

Melinda T. received an inquiry from a parent regarding boys tennis. Christy B. responded that for the last five years, there has been a decline in the amount of students expressing an interest in being part of a boys tennis team. Any interest shown has been from boys with no experience which would make the “team” purely instructional. At the same time, there has been increased interest in a boys volleyball team which is an up-and-coming sport. Christy B. stated that when she was hired, she was asked to make programs stronger and better. Based on the statistics, she has chosen to add a boys volleyball team. Christy B. said she is not cutting tennis. If interest in the sport increases again with more experienced boys, Christy B. said she would pick up a team again. In the meantime, she has suggested possibly running a tennis club emphasizing it would not be a Rhode Island Interscholastic League team. Melinda T. asked if JV volleyball would become varsity and what participation would be. Christy B. responded that JV would become varsity. In the first year, there

would be strong participation with experienced boys. Paul S. clarified that with Title 9 if there is more interest in one male sport and less in another, the District would have to eliminate one to add one. Melinda T. closed by stating she would support the recommendation of the Athletic Director.

FY13 Budget

Pauline S. is requesting in accordance with GASB 54 that the School Committee commit \$2.4 million of the General Fund Balance to our OPEB liability and the remaining balance to the Capital Projects Fund.

Paul S. asked if \$10,000 can be taken for Rockwell's outdoor space. Pauline S. responded there is no need as the balance goes to capital projects.

MOTION: Paul S., made a motion to accept committing \$2.4 million of the General Fund Balance to our OPEB liability and the remaining balance to Capital Projects Fund; seconded by Marj M. The motion passed unanimously.

FY14 Budget

No update.

Next Meeting

Monday, July 8, 2013

Adjournment:

**MOTION: At 8:08 p.m. Marj M. made a motion to adjourn the meeting;
Paul S. seconded. The motion passed unanimously.**

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