

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, July 8, 2013

Kickemuit Middle School

Present

Subcommittee: Paul Silva, Acting Chair, and Marjorie McBride

School Committee, Administration and Staff: Karen Lynch, John Saviano (6:50 p.m.), Melinda Thies, Pauline Silva, and George Simmons

Guests: Daniel Ruiz, Assoc. Proj. Mgr., SMMA; David S. Frieder, Sr. Project Architect; Tara Thibaudeau and Donna Larson

Absent: Susan Rancourt

Paul Silva, Acting Chair, called the meeting to order at 5:40 PM.

Approval of Minutes

MOTION: Marj M. made a motion to accept the minutes of the June 17, 2013 meeting; seconded by Paul S. The motion passed

unanimously.

Facilities Focus

SMMA Recommendations

Daniel Ruiz, Project Manager, and David Frieder, Senior Project Architect for Symmes, Maini & McKee Associates introduced themselves to those present. SMMA has experience within the District where they assisted the high school with recent repair work. The current charge by the District is to come up with options to address security concerns at Guiteras and Kickemuit Middle School. This evening, SMMA presented seven options for the District's consideration regarding the location of the doors at Kickemuit Middle School with the choices of utilizing a frameless glass wall or a framed "storefront" system. The frameless system would cost \$25,000 above the estimated \$66,000 - \$70,000 for the framed system. The frameless option is unobtrusive and elegant in appearance. There would be fixed glass panels that would not retract, but would open at a 90 degree angle. SMMA looked into retractable units, but they would not be code compliant as there would be egress issues. The frameless option has several disadvantages in that it would not be as durable which would be an issue with constant use by middle school children, and the increased cost. A bulk of the discussion then centered on the different options for the location of the security doors. Melinda T. emphasized the most important priority is to insure protection during instructional time. Tara Thibaudeau, a parent representative, voiced a concern about access to areas by parents

and visitors during after school functions such as the gymnasium, auditorium and rest rooms. Melinda T. replied that an internal policy would address these concerns. Donna Larson, a concerned parent, asked about safety issues during a fire drill. Daniel R. responded these systems will open automatically in those cases. George S. recommends the framed containment system which would funnel all guests into the administrative office. All agreed that the framed option would be the best for this application and the most cost effective. John S. asked Daniel R. whether they have consulted directly with the local Fire and Police Departments about their recommendations. Melinda T. stated that she and George completed a walk through of the facility with the local Fire and Police Departments and reported the recommendations of the Fire and Police to SMMA. John S. said he is concerned that when making a design to align with security recommendations by the Police and Fire Departments, SMMA is not working directly with them. Daniel R. responded there is no code requirement forcing the District to place the doors in a specific area. It is more the preference of the Police and Fire Departments. Melinda T. added the Kickemuit Middle School Administrators desire a secure vestibule. George S. went on the record saying that in his position as head of Buildings and Grounds, he finds no compelling argument not to move forward with the Police and Fire Departments recommendations. He said at the end of the day, if something were to happen, he would want to know that he did everything possible to keep everyone safe. He feels the consensus agreed upon, Option B, using the framed doors placed to funnel all

guests to administration office is the best choice. Melinda T. stated that the Administrators still need to weigh in on the options presented this evening. She stated for the record that the lobby area doors need to be secure. Paul S. thanked SMMA for presenting their proposals to the subcommittee. Discussion will continue at a later date with the School Committee and Administrators to make a final decision.

(Daniel R. and David F. left at 6:27 p.m.)

(Donna Larson and Tara Thibaudeau left at 6:42 p.m.)

Summer Projects

George S. stated that all projects listed for each of the schools are basically on track. He reported that the tile removal is ahead of schedule, tile replacement is a few days behind and the permeating grouting had begun today. The security doors should be completed by the fall. As a whole, George S. stated the summer projects are right on schedule.

Budget Focus

FY13 Update

Pauline S. stated there was nothing new to report at least until the end of the month when the final year end amount will be determined. She is continuing to record payables every day. Pauline S. said the estimates are still on track. Paul S. asked if the figures for FY13 include the dollar amount owed by the Town of Warren. Pauline S.

responded that amount has been booked as a receivable. Paul S. stated that enabling legislation only allows the District to charge interest for delinquent payments only. However, in the past, the District has dealt with delinquent payments where interest was not charged. Marj M. commented that in the past, no one who was delinquent has been in court over the situation. Karen L. and Marj M. requested that the issue with the Town of Warren be discussed in Executive Session at the next school committee meeting.

FY14 Update

Pauline S. stated there was nothing to report at this time as it is too soon.

Review of 5 Year Asset Protection Plan

Pauline S. stated that the Asset Protection Plan is going to the State at the end of the month. Pauline S. highlighted two items from the Asset Protection Plan: Direct Digital Controls (DDC) which the District will be obtaining, and VFD Circulator Pump which is a variable frequency drive that uses full power only as needed.

Pauline S. stated that year one is already approved. She stated that once the Hugh Cole and Kickemuit Middle School amounts are submitted, the plan will have to be amended.

Pauline S. stated that the time has come to put emergency generators in all schools. Melinda T. added that with the frequency of late with

severe weather events, the District needs to move forward in discussion with administrators, Police and Fire for future plans in these situations. George S. stated that currently Kickemuit Middle School is the only Life Safety Building. He said he is looking into funding for the high school to be a Life Safety Building as well.

Karen L. asked why Oliver is not eligible for housing aid. Pauline S. responded Oliver does not house school children, however, was approved by RIDE prior to 2011. The other line items will be submitted to RIDE for approval. Karen L. asked what the difference is between Capital Upgrade vs. Asset Protection. Pauline S. responded that she will need to research and then will send out the answer once obtained. Karen L. asked if it will be possible to move the dollar amounts for a project. Pauline S. responded that the plan needs to be approved first. She stated that half of the funding needs to be shown. Pauline S. closed by stating that she must plan for reimbursements as it has to do with funding future projects.

MOTION: Marj M. made a motion to approve the 5 Year Asset Protection Plan; seconded by Paul S. The motion passed unanimously.

Old Business

MOA between the Town of Warren and BWRSD Update

Paul S. stated that the District currently does not have an MOA written between the Town of Warren and the BWRSD. There is,

however, an email to confirm which parties will be responsible for certain tasks. Melinda T. asked when maintenance of Kickemuit Middle School's field would need to be completed. George S. responded it would have to be complete by the end of March prior to the start of baseball. Melinda T. would like this monitored to be sure what has been agreed upon by the Town of Warren has indeed been completed. Marj M. suggested including on agenda each month as a reminder.

MHHS Field and Guiteras Annex Update

George S. reported that the person he was working with to complete the RFP has had recent surgery. He is hoping that he will be able to obtain the RFP in two weeks after her recuperation. Paul S. stated he has a meeting next Wednesday morning with Bristol Town Council members and Walter to talk about plans and potential dollars to help fund these items. Melinda T. stated that she and George met with Diane Williams where they learned that some work at Guiteras would be funded through DEM. George S. stated the Town will be going out to bid at the beginning of August for the Water Retention Pond at Mt. Hope High School. He said they will then go back to DEM for subsequent stages.

Colt/Andrews Chair Cover Update

Marj M. reported that one of the Colt/Andrews Chair covers is being framed. The estimated cost to complete will be between \$190 and \$220. UV glass is being used. The framed chair cover is not ready

yet, but Marj M. will bring to Administrative office once completed. Marj M. commented that she was happy with the price.

New Business

Elementary Enrollment Task Force Discussion

Paul S. stated that Susan R. had requested this item be placed on the agenda to begin discussion on whether a task force is necessary to look into the rise in elementary enrollment and the need for additional space. Melinda T. stated that a new kindergarten class was brought into Guiteras. She added that a long term plan needs to be put in place as the District is quickly losing space. Karen L. would like to see a concrete “trigger” such as, “If one more bubble is added...” or “If enrollment surpasses a certain number...” where the District would decide it is time to take action. Melinda T. stated that enrollment is increasing in Bristol, but not in Warren. She added that with the Asset Protection Plan, the District could move 5th grade to KMS to begin a long-term conversation with enabling legislation. Paul S. asked whether this should just be a discussion or should a task force be created or should the school committee own this. Melinda T. responded that focus groups should be in place to demonstrate a body of proof that more elementary space is needed. Marj M. asked if there is a state trigger. She also asked whether the District would be required to live within their means or do a NESDEC study. Melinda T. responded that the District would have to show that everything possible is being done before looking into construction. Paul S. asked again what group should be charged with this

responsibility. Marj M. stated that the Administrators should report/recommend to the School Committee. John S. added that he believes the Town should be involved. Karen L. stated that when this issue was addressed in the past, the Town did not want to be a part of it and also gave a hard time. John S. responded that there are a few different members on the Town Council now where there might be better participation. Marj M. commented that in order to have a task force, both towns need to participate. The last time, Warren did not. Melinda T. stated that the District should begin to explore internally. She believes there is space at KMS to repurpose the middle school for grades 5-8 which would be a solution that wouldn't cost any money. It would be good to demonstrate that this grade level structure has been done in other parts of the state. John S. feels families in Bristol would give pushback because of the middle school age children being mixed with elementary age. It would definitely be a challenge, and possibly a court issue. Karen L. believes the Towns of Bristol and Warren would be on board with whatever scenario costs the least. Paul S. asked Melinda T. how many tracks are in each school. Melinda T. responded that she will report back with those numbers. Paul S. feels it is important that the public knows how many tracks are represented for each of the schools and what we plan to do to solve the issue of increase in elementary enrollment. Paul S. would like to wait for a recommendation from Administrators. If anything concerning facilities is recommended, then we will move forward at the subcommittee level.

Next Meeting

Monday, August 19, 2013

Adjournment:

**MOTION: At 7:21 p.m. Marj M. made a motion to adjourn the meeting;
Paul S. seconded. The motion passed unanimously.**

kd