

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Monday, September 15, 2014**

**Oliver Administration Building**

### **Present**

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

**School Committee, Administration and Staff: Karen Lynch, William O'Dell, John Saviano, Mario Andrade, Superintendent; Pauline Silva, Director of Finance and Administration and George Simmons**

**Absent: John Bento**

**Susan R. called the meeting to order at 6:00 PM.**

### **APPROVAL OF MINUTES**

**MOTION: Paul S. made a motion to approve the minutes of the August 25, 2014 meeting; seconded by Marj M. The motion passed unanimously.**

## **ACTION ITEMS:**

### **School Physician Bid**

**MOTION:** Paul S. made a motion to approve moving forward for a full School Committee vote the bid for School Physician; seconded by Marj M.

**DISCUSSION:** Pauline S. recommended the proposed bid amount choice of \$15,000 for the School Physician which duties would not include athletic events. Pauline S. stated that a contingency plan for physician services for athletes is being worked out.

The motion passed unanimously.

### **MHHS Drainage/Field Design Bid**

**MOTION:** Marj M. made a motion to move forward for a full School Committee vote the bid for MHHS Drainage/Field Redesign; seconded by Paul S.

**DISCUSSION:** Mario A. stated that at the last Budget/Facilities Subcommittee meeting, he was charged with interviewing the two companies that responded to last month's bid for the MHHS drainage and field redesign. Two weeks ago, Pauline S., George S. Christy B., Walter B and Mario A. interviewed both companies. Mario A. stated that based on the presentation given by Par Engineering and their past experience, it became evident that Par Engineering is the most

qualified for the MHHS drainage and field redesign work. Mario A. reported that the recommendation moving forward to complete the MHHS drainage and field redesign work will be the \$51,600 bid presented by Par Engineering. Mario A. explained that the higher bid of \$51,600 is being recommended due to the necessity to create new plans in order to update ponds and drainage issues originally addressed in the McGuire Plans.

Paul S. stated that for the purpose of discussion today, the MHHS Drainage/Field Redesign bid will be voted upon to initiate the process in order to receive answers regarding cost, phasing and whether or not the School Department will be able to move forward with those recommendations.

The motion passed unanimously.

## **New Business**

### **RIDE Approved Immediate Health & Safety Projects Update**

By way of review, Pauline S. stated that in the Spring of 2014, a health and safety walk-through was conducted with RIDE throughout the School Department's buildings. As a result, \$11,000,000 in improvements were cited in order to bring the buildings up to code and to complete emergency repairs. Pauline S. stated that she just received approval for the code compliance updates and emergency repair work within the District's buildings. A five year plan has been established to complete the work. The cash flow for the code

compliance and emergency repair projects will be budgeted through monies from Capital Projects in conjunction with the rate of reimbursement from RIDE. Pauline S. stated that a building committee will be assembled to prioritize the code compliance and emergency repair projects in order to work within the cash flow available for the repairs ensuring that no debt will be incurred by the District. SMMA will prepare specs for the project. Pauline S. reported that the work will more than likely commence by the first of the year 2015.

## **Old Business**

### **KMS Field Update**

By way of review, Mario A. stated that during the last Budget/Facilities Subcommittee meeting a request was made to locate the original agreement between Warren and the School Department regarding use and maintenance of the KMS field. Marj M. shared further background on the events that transpired at the time the original agreement was created.

A consensus was reached to have the School Committee craft an up-to-date KMS field maintenance/use agreement, and wait until after the election to present to the Town of Warren.

### **Andrews Pipe Insulation Update**

George S. reported that he is expecting to receive the specs for the Andrews School Pipe Insulation work by tomorrow or Wednesday. A

**bid will be generated once the specs are reviewed.**

### **Guiteras Field RFP Update**

**George S. reported that two bids were posted to complete the Guiteras field work. One is for furnishing and installing a fence to include removal of existing material; the second, is to refurbish the Guiteras baseball field. Paul S. stated that once the bids are received and reviewed, input from the Budget/Facilities Subcommittee, Athletic Director and Director of Facilities will be gathered in order to make an informed decision moving forward with the bid.**

**Mario A. stated, for the record, in recent months there has been a lot of discussion regarding auditorium and school field's projects. He emphasized that it is important to be cognizant of where the District's dollars are being spent in order to assess the fiscal stability of teaching and learning in the classroom. Mario A. stated that it is important to be sure that money spent on projects that address issues outside the classroom walls are not taking away from financing classroom learning. Marj M. asked Mario A. to bring his recommendations forward to the Budget/Facilities Subcommittee regarding budgeting for future projects.**

**(George S. left at 6:50 p.m.)**

### **FY14 Budget Update**

**Pauline S. reported that the FY14 audit is halfway complete. The field**

**work of the audit is done.**

**Pauline S. said she was happy to report that the current revenues for the fiscal year are \$394,756 over budget. She explained each line item of the FY2014 Reconciliation of Revenues report.**

### **FY15 Budget Update**

**Pauline S. reviewed the FY 2015 Reconciliation of Revenues Report that lists the approved and revised FY15 revenues. Pauline S. reported that the revised FY15 revenue came in less than the FY15 approved revenues. She commented that the FY15 budget is balanced.**

**Next meeting – Monday, October 20, 2014**

**Adjournment:**

**MOTION: At 6:59 p.m. Marj M. made a motion to adjourn the meeting; Paul S. seconded.**

**The motion passed unanimously.**

**kd**