

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, April 18, 2016

Mt. Hope High School - Cafeteria

Present

Subcommittee: Marjorie McBride, Chair; John Bento and Bill O'Dell

School Committee, Administration and Staff: Karen Lynch, Erin Schofield, {6:09 p.m.}; John Saviano {6:12 p.m.}; Lynn Wainwright {6:41 p.m.}; Mario Andrade, Superintendent; Pauline Silva, Director of Administration & Finance; and George Simmons, Facilities Director

Marj M. called the meeting to order at 6:02 p.m.

APPROVAL OF MINUTES

MOTION: John B. made a motion to approve the minutes of the March 28, 2016 meeting; seconded by Bill O. The motion passed unanimously.

FACILITIES FOCUS

MHHS Fields

Marj M. requested that this agenda item be revisited in November 2016.

MHHS Heating, Ventilation and Air Quality (HVAQ)

George S. reported that he is meeting with Joe DaSilva on Wednesday after which time bid solicitation for the MHHS Heating, Ventilation and Air Quality (HVAQ) should be ready to commence.

Guiteras Baseball Field Nets & Fence

Marj M. reported that the Guiteras baseball field nets are in poor condition. She spoke with Pauline S. and Mario A. about the possibility of replacing the nets.

George S. stated that he spoke with the District's athletic supply person regarding solutions for rectifying the current condition of the baseball field nets. Several suggestions were made including manual movement of nets, motorized movement of nets or leaving the nets up throughout the year. {George S. stated that it has been determined that bringing the nets in every year does not prolong the life of the nets.} George S. stated that he asked for pricing of these alternatives.

George S. met with the athletic coaches who are requesting to put in a "pseudo bull pen area" to the left of the dugout at the Guiteras baseball field. Due to the proposed location of the "pseudo bull pen

area” and the fact that spectators sit in the vicinity, a short section of fence and a gate will be necessary. George S. commented that the proposed bull pen area would be realized through fundraising and is not set to happen any time soon.

A discussion ensued on whether a bull pen area should be provided on both sides of the dugout.

Marj M. stated that in the short term a small fence with a safety cover will be installed where the entrance to the proposed pseudo bull pen will be.

Marj M. stated that the Subcommittee will wait on pricing of the baseball field nets before making a decision on which type of system will be used. George S. stated that he can call the athletic supplier to expedite those numbers.

BUDGET FOCUS

FY16 Budget

Pauline S. reported that the FY16 Budget is right where it is expected to be for this time of year.

John B. asked when the FY16 Budget will be critically affected by the shortfall from the Town of Warren. Pauline S. responded that the FY16 Budget will become critical in June 2016.

FY17 Budget

Pauline S. commented that the FY17 Budget presented to the Joint Finance Committee already included a reduction of a support teacher and two non-certified employees {a bus driver and bus aid}. Due to the JFC's motion to approve \$1 million less than the District's original FY17 budget request, Pauline S. detailed the proposed additional budget cuts that will be necessary as a result.

A lengthy discussion ensued.

Bond Counsel Services

Pauline S. stated that she reached out to her colleagues who confirmed that it is not necessary to go out to bid for bond counsel services. Pauline S. asked for the pleasure of the Subcommittee regarding whether they would still like to go out to bid for bond counsel services.

Marj M. stated that she believes it is appropriate to go out to bid for bond counsel services.

Pauline S. responded that she will draw up an RFP for bond counsel services.

Pauline S. stated that she would like to complete the refinance by June 3rd. She added that the savings to the District over the life of the loans would be \$1.4 million.

Marj M. stated that it is important to allow the Superintendent and the Director of Administration and Finance to do their due diligence in order to ensure that the bond is refinanced. Marj M. added that because of the deadline for the current bond refinance, the bond counsel RFP that Pauline S. is drawing up will be used for future bond counsel services.

ACTION ITEMS:

- 1. Recommend for a full School Committee vote approval of Small SUV Four Wheel Drive**

Bid

By way of review, Marj M. stated that due to the Asset Protection Plan, during certain times of the year, the District assesses the fleet of cars in use. During a recent assessment, it was determined that the Facilities Director was in need of a vehicle. Last year, the District had accepted a bid for a truck for the Facilities Director, but by the time the bid was exercised, the truck was no longer available. In 2016, the District went back out to bid for a small four-wheel drive SUV according to specifications drawn up by the Facilities Director.

The Subcommittee reviewed the bid results for the small SUV. A consensus was reached to recommend to the full School Committee the bid for a small SUV submitted by Central Auto.

MOTION: John B. made a motion to recommend to the full School Committee the base bid received from Central Auto for a small SUV; seconded by Bill O.

DISCUSSION: Bill O. asked for an explanation of the lift kit. George S. explained its function.

The motion passed unanimously.

2. Recommend for a full School Committee Vote disposal of portable classroom

A short discussion ensued regarding the disposal {sale} of the portable classroom.

MOTION: Bill O. made a motion to recommend to the full School Committee disposal of the portable classroom in accordance with Bristol Warren Regional School Committee Policy on disposal of assets; seconded by John B.

The motion passed unanimously.

Next meeting – Monday, May 16, 2016

ADJOURNMENT:

MOTION: At 6:57 p.m. John B. made a motion to adjourn the meeting; seconded by Bill O. The motion passed unanimously.

kd