

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, September 19, 2016

Oliver Administration Building

Present

Subcommittee: Marjorie McBride, Chairperson; John C. Bento and Bill O'Dell

School Committee, Administration and Staff: John Saviano, Lynn Wainwright, Mario Andrade Superintendent; Pauline Silva, Director of Administration & Finance, and George Simmons, Facilities Director

Marj M. called the meeting to order at 6:06 p.m.

APPROVAL OF MINUTES

MOTION: John B. made a motion to approve the minutes of the August 15, 2016 meeting; seconded by Marj M. The motion passed unanimously.

FACILITIES FOCUS

Colt fund - RE: Repair of Columns at Colt School

George S. reported that after checking the walkway tile at Colt School, it was determined that the upheaval of those tiles was not due to frost heaves, but was due to roots from several large trees. George S. stated that, for the short term, the roots were chopped away to allow the walkway tiles to lay flat once again.

Marj M. stated that the issue with the roots impacting the walkway tiles could be packaged with the column repair when presented to the Historic District Commission (HDC).

George S. stated that the architect has not looked at the Colt columns to date, but that it is “on his radar”.

Oliver Administration Building Parking Lot

George S. stated that the Oliver Administration Building parking lot will be “re-striped”. The new lines will be slightly reconfigured from the previous layout. A parking lot sign will also be installed at the end of the driveway just before the sidewalk. Handicapped parking will be at the back of the building.

MHHS Heating, Ventilation and Air Quality (HVAQ)

George S. reported that a major pipe leak occurred in the A wing at Mt. Hope High School where it was discovered the pipe had been slowly leaking for years. The new boiler system’s increased water pressure caused the slow leak to erupt. The leaking pipes have been

fixed with new piping, and no water damage occurred as a result of the recent erupted pipe.

George S. reported that the MHHS HVAQ project went extremely smoothly and is up and running now.

Districtwide Controls Upgrade

George S. stated that the controls upgrade at Hugh Cole School is 95% complete. George S. commented that facilities personnel will continue working on the controls upgrade in areas that won't disrupt the children. During times when the school is closed, the facilities personnel will work more in the open.

George S. reported that the original issue with the controls at Hugh Cole School has been fixed. All other control related work at Hugh Cole School is for the purpose of upgrading the system.

School Committee Audiovisual System

Mario A. reported that at this time, Rose Muller is researching how to revamp the audiovisual system used at School Committee Meetings.

Mario A. shared a proposed idea discussed with George S. and Rose M. to aid in the audiovisual experience during School Committee meetings.

Bill O. requested that the new School Committee Audiovisual System have the ability to connect with the video camera. Mario A.

responded that he will add that to the School Committee Meeting's audiovisual system requirements.

Pauline S. reported that metal clamps have been ordered to secure the table curtains used during School Committee meetings.

School Building Authority Application

Mario A. shared the timeline for submitting the School Building Authority Application for stage 1 and stage 2 of the Mt. Hope High School field project.

Pauline S. clarified that due to new SBA regulations, the reimbursement rate has been reduced to 63% from 76%. Any new SBA applications will receive a reimbursement at the new rate of 63%.

Mario A. stated that since stage 1 was originally locked in at a reimbursement rate of 76% and the current applications for stage 1 and stage 2 represent a continuation of that same project, the District will look to appeal for a continued reimbursement rate of 76% for the new applications.

BUDGET FOCUS

FY17 Budget

Pauline S. reported that Housing Aid came in at \$10,000 less than what was anticipated. Pauline S. added that the debt service went

down by \$144,000 which helped to compensate for the housing aid “shortfall”. Pauline S. stated that the FY17 budget will come at \$410,000 less than FY16. Pauline S. commented that she is confident that despite the fact that the FY17 budget is less than the FY16 budget, the District will still be able to do business successfully.

A short discussion ensued.

Lynn W. asked for clarification on housing aid. Pauline S. explained the function of housing aid.

A short discussion ensued regarding the savings realized with the new Transportation Registration Policy.

FY16 Budget

Pauline S. reported that the District is in the middle of audit field work at this time. Pauline S. stated that she anticipates the FY16 year end balance to be less than \$100,000 which has already been committed to Capital Projects.

ACTION ITEMS:

- 1. Recommend to the full School Committee approval of School Funding Approval Process re: Guiteras & Colt Schools**

Mario A. explained the Project and Funding Approval Process for accessing the Colt and Guiteras Funds. Mario A. stated that he and

the Bristol Town Council worked together to create this protocol.

A discussion ensued.

MOTION: Bill O. made a motion to recommend to the full School Committee approval of the Colt & Guiteras Fund Project Approval Process; seconded by John B.

The motion passed unanimously.

2. Recommend to the full School Committee approval of Colt School column repair with monies from Colt Fund.

Mario A. clarified that the motion is showing that the School Committee is in agreement to go forward with using the Colt Fund as a funding source for the project at Colt School, even though the scope of the project has not yet been determined.

MOTION: Bill O. made a motion to recommend to the full School Committee use of the new school funding protocol for consideration in using monies from the Colt Fund for Colt Column Repair; seconded by John B.

The motion passed unanimously.

3. Recommend to the full School Committee approval of Guiteras

Building Repair with monies from Guiteras Fund.

Marj M. clarified that the repair work at Guiteras has already been completed. The purpose of this motion is for implementing the new School Fund Project Approval Process for receiving reimbursement from the Guiteras Fund to cover the cost of the repairs recently completed at Guiteras.

George S. shared a summary of the repair work that was completed at Guiteras School. He added that the construction work carried out at Guiteras School resulted in the necessity of cleaning the school building which work was completed this morning.

MOTION: John B. made a motion to recommend to the full School Committee approval of Guiteras Building Repair with monies from the Guiteras Fund; seconded by Bill O.

The motion passed unanimously.

4. Recommend to the full School Committee approval of trailer disposal

Marj M. explained that the non-profit corporation that the District sold the trailer to for \$1.00 cannot afford to move it. As a result, the District will need to dispose of the trailer.

George S. stated that he is waiting for a return call from the Bristol Fire Department to see whether or not they could use the trailer for a firemen's exercise.

George S. stated that if the Bristol Fire Department is not interested in using the trailer, the District will need five dumpsters to dispose of it which would cost approximately \$2000.

A discussion ensued on whether or not the full School Committee would need to approve disposal of assets.

Marj M. responded that School Committee policy mandates that the full School Committee must approve disposal of assets.

Mario A. will speak with the Policy Subcommittee to review the School Properties Disposal Procedure Policy.

MOTION: Bill O. made a motion to recommend to the full School Committee approval of trailer disposal; seconded by John Bento.

The motion passed unanimously.

5. Recommend to the full School Committee approval of FY17 Budget

MOTION: John B. made a motion to recommend to the full School Committee approval of the FY17 Budget; seconded by Bill O.

The motion passed unanimously.

Next meeting – Monday, October 17, 2016

ADJOURNMENT:

MOTION: At 6:54 p.m. Bill O. made a motion to adjourn the meeting; seconded by John B. The motion passed unanimously.

kd