

Regional School District 13

Board of Education

Building & Grounds/Transportation Committee Minutes September 13, 2012

Committee Members Present: Nancy Boyle, Elizabeth Gara, Jeremy Renninghoff

Other Board Members Present: Kerrie Flanagan

Administrators Present: Susan Viccaro, Rob Francis, Pam Mangini

Ms. Boyle called the meeting to order at 6:00 p.m. in the conference room of the Board office.

Public Comment: Ms. Samperi of Durham discussed concerns with her child's bus stop on Route 17. Board members discussed various options for addressing the concerns and agreed to communicate with DATTCO to ensure that the student and daycare aide could wait in a safe area by the building until the bus arrived.

On a motion by Mr. Renninghoff and seconded by Ms. Gara, the committee unanimously approved the agenda.

On a motion by Ms. Boyle and seconded by Mr. Renninghoff, the committee approved the minutes of the March 26, 2012 meeting, with Ms. Gara abstaining.

Goals and Objectives for 2012-2013: Ms. Mangini updated the committee relative to transportation issues. Ms. Mangini indicated that there were minimal changes to the bus stops this year. Some changes were made to address safety and health issues, e.g. Powder Hill Road. Ms. Mangini also distributed a handout (Addendum 1) which outlined information on the number of bus stops and explained how time and distance effected routes. Ms. Boyle commented that this would provide a good starting point to monitor issues relative to bus stops going forward, particularly in view of declining enrollment.

There was also discussion regarding savings resulting from changing the bus routes last year, reducing the number of stops, eliminating cul-de-sac runs and eliminating the midday run due to all-day Kindergarten. Ms. Mangini indicated that although the invoices have not been received from DATTCO, they do expect to realize the \$73,000 in savings reflected in the budget. Ms. Flanagan questioned whether the board needs to adjust the transportation policy to ensure that it reflects current practice. Ms. Gara indicated that she believed the policy provides the administration with enough flexibility consistent with current practice.

Relative to fuel prices, Ms. Mangini indicated that the district locked into a price \$3.30/gallon. She further commented that the consortium doesn't lock into May and the best prices are generally in the late fall.

Ms. Flanagan questioned whether the district could take advantage of Solarize CT inasmuch as Durham is one of three towns in the state to receive a grant. Mr. Francis indicated that he did not believe so but that the district was continuing to explore solar and other energy saving options.

Ms. Boyle raised the issue of the bus depot and whether there are opportunities to explore other locations. Mr. Francis indicated that the lease was in place for the existing location. The committee decided to flag this issue for further follow up.

Building & Grounds: Mr. Francis distributed “Work Completed over Summer of 2012” (Addendum 2), and responded to questions regarding when the district needed to go out to bid (contracts >\$200,000); service contracts; replacement of chiller compressors and other matters.

Mr. Renninghoff questioned the amount of projects funded out of the 2000 bond. Mr. Francis indicated that the projects were just about completed with not much more than \$100,000 remaining and the bond should then be closed out. Mr. Francis also indicated that they are looking at replacing the two 400 gallon unit water heaters, one of which has failed, with a smaller size, hopefully in the fall. They will also be replacing the kitchen floor over the holiday break.

Ms. Flanagan indicated that the board needed to improve the process by having the Building & Grounds Committee update and complete the capital plan, including costs and remaining funds and then defer to the Finance committee to consider how to fund the plan based on a review of debt and capital reserves.

Ms. Mangini also distributed a handout “Capital Reserve Fund 70” (Addendum 3) which will facilitate the review of costs on a per project basis and address the challenge of carrying forward projects, such as track maintenance.

Mr. Francis distributed a copy of the “Five Year Capital Project Plan” (Addendum 4) and responded to questions regarding how capital projects are identified and prioritized. Ms. Boyle commented that the committee was interested in using the demographic study/building utilization study to determine where to target resources to put together a more comprehensive capital plan. Other members commented that it is important to ensure that the building utilization consultant understands education technology to address wiring congestion issues. Ms. Boyle indicated that she would like Mr. Francis to put together a “Wish List” of capital projects and that committee members should tour each of the schools to get a better understanding of the district’s capital needs, which Mr. Francis indicated he would be happy to do.

Ms. Mangini distributed a handout “Portable Classrooms” (Addendum 5) which outlines the status of the leases associated with the portable classrooms. There was general discussion regarding how the portable classrooms are used and Ms. Viccaro indicated that the classrooms are used by students for a variety of educational reasons. . Ms. Mangini indicated that the payoff associated with the two remaining leases is \$83,523 and \$103,465 and that the total cost is close to the costs of previous leases.

Mr. Francis updated the committee relative to the oil tank replacements, which were completed without any contamination issues or other surprises. There was a fairly substantial change order on one of the projects due to the location and the change from steel to fiberglass which created some issues.

Upcoming Meetings: The committee scheduled building tours and meetings, as follows:

- October 10, 6:00 p.m., John Lyman
- November 14, 6:00 p.m., Coginchaug
- December 12, 6:00 p.m., Korn
- January 9, 6:00 p.m., Memorial
- February 13, 6:00 p.m., Strong

On a motion by Mr. Renninghoff and seconded by Ms. Gara, the committee voted to adjourn at 8:41 p.m.

Respectfully submitted,

Elizabeth Gara