

# Facilities Subcommittee Meeting

12-1-21

## Minutes

The Facilities Committee met on Wednesday Dec 1. The meeting was called to order at 3:30PM. Attending were Jamie Fitzpatrick, Pete Broderick, Jim Baker, Superintendent Tom Ambrose, Business Administrator Matt Angell, and Safety and Facilities Manager Dan Doyle.

The Committee reviewed and approved the minutes of the October 6th meeting.

Matt Angell gave his Business Administrator's report: One of the burners on one of the two new boilers at Bakie is down. The contractor has expedited an order for the new burner part which is under warrantee. Today, Mr. Doyle confirmed the burner has been repaired. Mr. Angell reported one of the septic pumps at Bakie has failed and bids are being solicited for work to replace the two pumps. There is also work needed on the electrical panel which sustained water damage. The application of wood chips under equipment on the playgrounds at Bakie and Memorial has been completed. A meeting with a contractor regarding repairs to Chase Field was scheduled for Dec 2. Mr. Angell advised that a portion of the roof at Old Middle School over the cafeteria kitchen needs redoing. Bids for that work are in process. Also, Mr. Angell anticipates the Ford F350 Truck the school board approved purchasing will be delivered in January. The truck it is replacing will be sold in auction.

The Committee reviewed the Trust Fund balances. As of Oct 31, 2021, the balances are as follows:

|   |                     |
|---|---------------------|
| Special Education Fund .....            | \$241,207.37        |
| Capital Improvement Fund.....           | \$273,067.25        |
| Unanticipated Educational Exp Fund..... | \$200,220.13        |
| Facilities Use Fund .....               | <u>\$166,343.62</u> |
| TOTAL .....                             | \$880,838.37        |

Adding the Use of Funds Balance ..\$545,000.00

The total reserve funds come to \$1,425,838.37.

Mr Ambrose stated that when he was hired these funds were very low. With these funds to fall back on, if something unexpected happens, it makes it safer to be conservative and make tighter budgets.

The Committee discussed bids by two contractors on installing elevator controls on the elevator at the High School. The committee has been advised the controls are needed to prevent students from using the elevator to Vape. Vaping on school grounds is against school policy.

The Committee discussed elements of the CIP. Three big areas of immediate concern are the High School auditorium, wireless upgrades, and resurfacing the running track. Mr. Ambrose stated that the cost of resurfacing the track would be about \$75,000.00 now but if the track is let go the cost could be \$250,000 or higher. He also stated that when he started, there was a legacy of neglected facilities. As he looks ahead, he wants the facilities to be well maintained. Mr. Broderick expressed concerns that facilities be maintained in good condition and related his frustration and past experience with neglect of the Science Building at the Seminary Campus.

Mr. Baker stated concern that the CIP be a viable and fundable document that could be relied on to keep the school facilities in good condition.

Mr. Fitzpatrick stated he too is concerned that facilities be well maintained, and that the CIP is carefully developed while keeping academic considerations very much in mind.

Thereafter the meeting was adjourned, and Mr. Fitzpatrick and Mr. Baker joined Mr. Angell and Mr. Doyle on an inspection tour of areas of the High School facilities they advised need addressing.

We viewed the auditorium control room and Mr. Angell showed us various equipment and the floppy disc that is used in operations.

We did a tour of the boiler room and saw some exterior insulating panels that were separating due to warping. We also viewed the chimney that rainwater had been leaking into because the chimney did not have a cap. Mr. Doyle explained a custom cap needs to be made. We viewed the bottom of the chimney that had to be cleaned of buildup and drained and a filtered drain that was installed to handle acidic water discharges.

We viewed areas of the Masonite gray coated exterior siding at the High School. Leaks have developed between the Masonite panels and the Masonite is showing signs of water damage. Replacement will be included in the CIP.

We viewed damaged concrete at the loading dock and access stairwell. Mr. Angell explained that he would like the Committee to evaluate proposals from civil engineers as we did for an Architect and choose a preferred firm. When needed for complex issues, the civil engineer would evaluate damage and offer options for repair and could also be consulted on-going as needs arise.

The Committee inspected the science room Greenhouse windows and Mr. Doyle explained that water collects on the windows in the roof and seeps down the walls of the greenhouse. The caulking that was done did not stop the leaking. We discussed various solutions. Mr. Doyle will look into them including the costs ranging from replacing the windows in the roof to replacing the entire greenhouse.

The Committee walked the roof of the High School. We viewed flashing that may be leaking causing interior stains on the ceiling at a corner of the silo located above the main and second floor stairwell.

Part of the flashing had been caulked but a large seam needed additional caulking. Mr. Doyle will have that done and let us know the result.

The next Facilities Committee meeting is scheduled for Weds Jan 5<sup>th</sup> @ 3:30 PM. Please consult the school district website SAU17.net for access and location details.