

**FACILITIES AND OPERATIONS  
SUBCOMMITTEE MEETING**

**Tuesday, October 15, 2013  
5:00 PM**

**Morton Middle School  
1135 North Main Street  
Fall River, MA 02720**

**AGENDA**

Discussion Items:

- Durfee Fields
- Transportation Van
- Transportation update (bus vendors)
- Jay Cummings Memorial
- Kuss Auditorium Memorial
- Nutrition Driver position

**MINUTES**

At 5:02 PM, Chairman Hart called to order the Facilities and Operations Subcommittee meeting. A roll call showed that Mr. Hart and Mr. Pavao were present. Mr. Costa was absent.

Also present was Superintendent Mayo-Brown, members of the Leadership team, local reporters and several community members.

*#1: Dr. Fradkin Dedication*

Mr. Hart said they were going to take a couple of items out of order. He asked Mr. Martins to speak about the Kuss Memorial for Dr. Fradkin.

Mr. Martins: Dr. Fradkin has been involved with student scholarships since 1958. He has received numerous awards and accolades for his work from Dollars to Scholars and onto Scholarship America which is a National and International Program. He thinks it is highly appropriate that he be recognized as someone within the educational community by having a library dedicate in his name for all the work that he has done in promoting the scholarships for students and also having the City of Fall River recognized as the birth place of those two scholarship programs. Mr. Martins recommended to the subcommittee that they vote to have the Kuss library dedicated in his name for all the work he has done for students.

**MOTION: Mr. Pavao – Mr. Hart: To move this recommendation to the Committee as a Whole.**

**All in favor**

**None opposed**

**Motion Passed**

*#2: Jay Cummings Memorial*

Mr. Hart: He asked for representatives to speak on the topic of the Jay Cummings Memorial. Ms. Courtney Finnerty and Ms. Janice Caouette joined the Subcommittee at the table.

Ms. Finnerty: They are there on behalf of the Jay Cummings Benefit Committee. They would like the Committee to remember Jay for all of the good that he did for students as well as the community as a whole. They formed their committee so that they can continue what Jay and Cris Borges started and continue to help the Durfee Football Program using the Fall River Football Challenge as the catalyst to that. The money raised will also be used to give \$3K in scholarships at \$1K each. Their hope is that at the event in October, which they have already sold over 400 tickets to, they would be able to tell those in attendance that something is being named in Jay's honor. Their suggestion would be the weight room at Durfee which is not named. Two reasons they noted was 1. Jay was a very big believer in getting healthy and 2. when you are lifting weights and the weight gets too hard you need a spotter. They think that is one thing everyone has learned from this; that when life's burdens get tough, you can't go it alone.

Ms. Finnerty said there was another request that she will defer to Ms. Caouette on. "She has friends that have donated a lot of money to put together a memorial in the hope that it will be done in time for the Thanksgiving Game."

Ms. Caouette explained that the monument will be approximately 4'2" high when finalized. It is raw stone on a base with a full sized football on top and is being cut and lettered in Vermont. The lettering on the back of the monument will have Jay's mantras "One team, one heart beat" and also "Family, School, Football, in that order".

Ms. Finnerty added that they just want to continue to try to instill those values in the students at Durfee because as Jay was coaching and working with the kids, one of the things he felt they lacked is knowing what is important. "We yield to you and hope you see that we want to remember an amazing person for all the good that he did and at the same time try to let the kids know you have to rely on everyone even at those moments that are your lowest moments."

Mr. Pavao felt they would be remiss if they did not support this endeavor. Mr. Cummings was known to be a friend and mentor to many young men and woman in the City and specifically at Durfee High School and he felt it was incumbent upon the Committee to honor his memory.

**MOTION: Mr. Pavao – Mr. Hart: To name the Durfee High School weight room in honor of Jay Cummings with the appropriate plaque and to move along to have the presentation of the monument for the Thanksgiving Day game.**

DISCUSSION:

Mr. Hart asked Mr. Marshall if logistically everything would work.

Mr. Marshall said yes and that in conjunction with preparing the site, the school's construction craft laborer students would be helping with that in laying the foundation. The thought is that it will be on the inside of the field where it would be secured by the fence. There is a gate that the football players use and it would there to touch the football as the team came on and off the field.

Mr. Pavao asked if 34 signified the number that he had.

Ms. Caouette: "Yes, all except his senior year."

Ms. Finnerty explained that they lost his jersey his senior year so he had to switch numbers. She then encouraged Committee members to attend the benefit and gave details as well as where the public could purchase tickets. She added that all the money is going back to the Community and that they are not keeping a dime for themselves. She noted that someone had donated a table for some of the football players that were closest to Jay because they didn't want the kids to have to pay.

<b>All in favor</b>	<b>None opposed</b>	<b>Motion Passed</b>
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*#3: Durfee Fields*

Mr. Hart: He gave a brief summary as to why Gale Associates was there to speak with them about the Durfee Fields. There have been a lot of issues that they have been hearing from parents and students and he is very aware of the baseball and softball fields and where they are positioned and the drainage issue they have had for many years. Gale Associates was invited to go over what needs to be done. They did a walk through.

Mr. Bill Seymour, Director of Civil Engineering for Gale Associates, introduced himself and mentioned that he was the project manager when they did Phase one of the Durfee Fields. He then introduced Sean Boyd who visited the fields recently. He gave a brief overview of their company, who they are and what they have done noting their mainstay is Massachusetts public high schools.

Concerns for fields/natural grass performance:

- How do you under drain it?
- How do you build a good clay infield?
- How do you establish the planaria that you need?
- How do you incorporate materials into the root zone to make it free draining?
- How do you select the right type of cultivar?

Mr. Seymour then went over the project team explaining that he would be the Project Manager and Sean Boyd will be primarily the field evaluator. He noted several other key members.

He then explained that they had done the original master plan for the campus redevelopment and reorganization and decided at that time that it was appropriate to develop the two turf synthetic fields, 400 meter running track, home and away grandstands, press box, tennis courts and parking. That was Phase One of the project. It was acknowledged at that time that at some point there would be a Phase Two including varsity/JV baseball and softball.

There are a number of issues:

- Weed infestations
- Planaria of the fields
- Amenities (backstops, fencing, scoreboards)
- Biggest issue is drainage of the fields – soils are impacted and have too high of a clay and silk content, they are not of granular material, and are probably used in periods of inclement weather. Based on that combination of holding water and the use that they sustain, the root

cells get broken down and you can't get on them early enough in the spring based on how they drain.

Five Stage Process:

- Facilities evaluation – look at each field and talk about safety and serviceability, accessibility, compliance of geometry and planarium, turf condition/assess the root zone depth and the extent that they are drained. Soil samples will be analyzed. This will give a facilities assessment report for each venue.
- Base Plan Development
- Schematic Design and Cost – field specific strategies to bring them up to their best and highest use
- Program Meeting
- Master Plan Report for each venue - define the strategy to bring it up to standard, define its cost, have a phasing plan, permitting strategies

They would like to get permission by November 1 so that they do not get a lot of frost on the ground. They would do the facilities evaluation by November 8 and schematic design and cost estimates by mid-November. By the third week of November they should have consensus on what they should do to better each facility and have a strategy, cost, and schedule. By mid-December they would deliver the master plan report.

Mr. Hart noted that the left field of the varsity field closest to the woods has been a swamp and asked how they get rid of that.

Mr. Seymour explained there were several potential solutions to that issue adding that fields drain poorly for one of several reasons:

- most common is lack of planaria/fine grading
- soils are too tight
- they don't have a sufficient under drainage system
- elevation
- intercept

He noted that all of these things have conservation implications and when they get into that process they may want to look at integrated turf management and how the fields are currently fertilized and ph adjusted.

He continued that the deliverables would be:

- base mapping suitable for planning/not necessarily suitable for construction
- a facility condition report where they document the need for the improvements that will ultimately be proposed
- schematic plans for each venue that articulate how they are going to approach resolving the issues that are there
- cost
- phasing suggestions and why
- permitting summary of things that they are going to do particularly at the varsity baseball field
- conclusions that bind the whole thing together will be the master plan report

Their fee to do this type of needs assessment and planning level study is \$5K-6K.

Mr. Hart asked if there were any questions.

Principal Marshall asked if Phase Two would be the varsity baseball and varsity softball fields and then Phase Three would be the JV baseball and softball fields.

Mr. Seymour said they can speculate that at this time and it would be the logical phasing because they don't want to take both fields offline because if the intent is to rebuild the fields, they can be offline for about 18 months or more. However, they may learn something that says they can improve the quality of the JV baseball field for short money in a very cost effective, quick way and make it much much better. "Big bang for the buck without rebuilding the whole thing and taking it offline. Giving that scenario, it may make sense to do that first so it can sustain the additional demands that will be placed upon it as they embrace the bigger project of rebuilding the varsity fields." They will discuss several different phasing options and give their recommendations when they do the study.

Mr. Bustin, varsity baseball coach, asked if field turf would be an option for the varsity baseball field.

Mr. Seymour said it is always an option but it is a question of money. It would make it drain perfectly if it is engineered right. It will have environmental advantages. It will increase its year-round availability. He thought the varsity baseball field would be a good choice because the over sized outfield gives them more utility. He said it is approximately \$850K and they can help them through that discussion.

Mr. Salmon, parent, asked if that would be turf outfield, grass infield.

Mr. Seymour said they try not to do that because the clay in the infield is tough and expensive to maintain the interface. Most fields being done now are turf from home plate all the way through center field with the exception of the pitchers mound because the pitcher wants to slide coming off the rubber.

Mr. Martins: He is concerned about the houses on the perimeter of the fields and that the water would go to those basements depending on how the fields were fixed.

Mr. Seymour said that was understood and what they would do in the area of the baseball field would not affect the ground water and elevation substantially. He explained that what affects basements is if they are directing surface run off in that general direction. What they have been able to do in similar circumstances is to put a fairly significant drainage layer in the field and have the drain pipes high in that drainage layer so that the whole stone basin has to fill up before it enters the pipes as an emergency and runs off in a different direction. If there was a 12" drainage layer and there was 30% void ratio, they could accommodate a 3" storm in the drainage layer without sending water anyplace. Then that could recharge over time into the ground water without flooding anybody.

Mr. Marshall asked the difference in cost between a turf and grass field.

Mr. Seymour said if completely rebuilt in turf it would be between \$850-\$900K, and a natural grass field that is completely rebuilt at that size, with under drainage, engineered free draining root zone, irrigation, with an athletic quality cultivar (Kentucky Blue grass blend that is appropriate for baseball) would be a \$350-400K reconstruction. The Delta is around \$500K. They do more consulting with regard to grass than synthetic turf but the advantage of turf is that you no longer care how often it is used or if it is played on during a rain event. You can get on it 30 days earlier in the spring and stay on it 30 days later in the fall.

There were no other questions and Mr. Hart thanked Gale Associates for attending and let the audience know that it is not School Department money that would be used if the project was approved.. He has spoken to the Mayor in terms of the master plan and there seems to be some favorability there. The equity is not there for the baseball fields and he feels very positive about it and thinks the Mayor is positive about it as well but they have to talk about financing from the City side in terms of bonding for the project.

Mr. Pavao said they are looking at two numbers: the funding of \$5K-6K for the assessment and then the cost for the fields. “Do you (Mr. Hart) propose that comes out of the bond rating (\$5K-6K) or out of School Department funds?”

Mr. Hart replied he would keep it on the City side.

**MOTION: Mr. Hart – Mr. Pavao: Bring the plan to the Committee as a Whole and that the Chairman of Buildings and Grounds Subcommittee work with the administration to find a way of financing this project in the timeline that was displayed here this afternoon and getting this work done as soon as possible to accommodate the athletic program at Durfee High School.**

**All in favor**

**None opposed**

**Motion Passed**

*#4: Transportation Van*

Mr. Coogan: They have had some considerable challenges in the transportation budget this year. However, it’s been a standing issue for several years that they could use the benefit of a third van. The approximate cost of that van is in the range of \$26-28K. It was priced off the State contract and as they have found off of recent purchases, once they go out to bid sometimes they do better than the State contract.

His recommendation would be that they go out and get the pricing for it and then acquire it. He added that this vehicle would benefit the department in several ways, noting:

- Currently whenever they have service done on a vehicle/it is tied up for a few days they go and rent services of one of the vendors vans to cover that absence of a vehicle. The approximate cost of a vehicle for one day with a driver is about \$200.
- Particularly this year they have faced considerable juggling in the transportation budget and have some outlying areas, such as the reservation, where it is not practical to put a bus route in place their own driver and vehicle would be a benefit.

Mr. Coogan reminded the Committee that the vehicle has to be 7D certified in order to transport students. It has to be a transportation vehicle with seat belts, bus lights, appropriate safety equipment on board and has to be operated by a 7D driver. That requirement is what makes it different than one of their regular vehicles. They currently have two 7D vans and a third one would give them a little more versatility and flexibility. He added that from time to time there are requests from within the District for transporting a small group of students for a special event and it would preclude them from having to rent or arrange for transportation. The vans go from 6:30AM until 4:30/5:00PM almost every day of the week. They are tiered for runs/drop offs and in between they transport some of the other students in the District (i.e. work study). They usually pay three installments which would be about \$9K a year. That \$9K would be offset by the savings of not having to rent the other vehicles/drivers. He noted that their fleet is aging with two vehicles they currently have being 4-5 years old.

Mr. Pavao asked if the money would be coming from the facilities and operations budget or another source.

Mr. Coogan replied currently they are transferring money to cover the transportation budget. It has been several years of looking for a way to finance this and there are a number of options but he realizes it is an over-taxed area. He thought use of schools monies might be able to be generated to cover it. Currently there are some funds available in that account. Some of it would be offset by the savings of not having to rent which they currently do through the transportation budget.

Mr. Pavao said he just wants to be sure they do have the means to finance.

Mr. Coogan: "Yes."

**MOTION: Mr. Pavao – Mr. Hart: To recommend to the Committee as a Whole the purchase of a third 7D van and that we instruct Mr. Coogan to go out immediately for the appropriate bids.**

**All in favor**

**None opposed**

**Motion Passed**

*#5: Nutrition Driver*

Mr. Coogan: Recently, they have acquired a box truck with a lift gate on the back which will be used to transport commodities. Currently, the commodities cost per month is anywhere from \$400 - \$500 a load and can go as high as \$800-900 depending on the amount of commodities purchased. In the past, a freight truck has been paid to deliver and now they will be getting those items on their own. Within the nutrition department they have drivers who operate the vans that go throughout the District in teams. However, with the progress made in the nutrition department over the last several years, they currently have a large walk-in freezer and store room at Durfee and a number of store rooms throughout the District. Mr. Coogan is proposing a driver/storekeeper who would be responsible for managing those commodities/deliveries, conducting the necessary work to arrange the storage, break up those orders and ship them throughout the District as well as transport those commodities back on those 8-12 days a month when commodities are moved from the warehouse to the local school facilities as well as managing moving those around throughout the District to the kitchens. He felt they could keep that person busy 12-15 days a month just on deliveries. They currently operate six drivers. In order to redefine a new position he would have to have negotiations and discussions with the union for the creation of that position. He is looking for permission to go in and create the FTE even though that is within the revolving account for nutrition and to begin discussions with the union as to what that position might look like and if there are additional responsibilities.

**MOTION: Mr. Pavao – Mr. Hart: To recommend the FTE position to the Committee as a Whole and if that is approved, give permission to Mr. Coogan to proceed with negotiations with the union and the salary for the position.**

Discussion:

Mr. Pavao asked if it will all be coming out of the cafeteria revolving account?

Mr. Coogan responded "yes."

**All in favor**

**None opposed**

**Motion Passed**

**#6: Update on Durfee Security Cameras**

Mr. Coogan: They had several proposals that they showed to the Committee approximately 15-17 months ago. He believes one was very comprehensive and several hundred thousand dollars. In addition, they have a second bid that came in last year that was in the neighborhood of \$130K for a new camera system at Durfee. That would bring the compliment of cameras at Durfee to approximately 125 and would be tied with an entry system with stop motion capture of anyone entering or exiting the building and better coverage of the cameras within the building. The third proposal, which is less than the other two, would rebuild the current stock of cameras which are currently still in operation. They would repair some of those cameras and add additional cameras to that. While not as complete as the \$130K quote, it would be an improvement over the coverage they have now.

As they focus on security during lockdown drills and increased focus on security, they have recommendation to improve on the camera system within Durfee in order to assist the security staff. Mr. Coogan noted that they currently have twelve security guards in the District; approximately seven at the high school. He feels this would support them and save time with investigations and give them better coverage to deploy those safety officers to the right place at the right time. Depending on what company they go with, there may be financing options available which would allow them to spread the cost over several years.

Mr. Pavao asked for clarification if the \$130K quote would be to replace and add additional cameras at Durfee and then the other quote is to refurbish the current cameras and add any additional cameras they need.

Mr. Coogan explained that they currently have a close circuit camera system. The lower cost estimate would be to increase the stock of those cameras while adding some additional cameras they currently don't have. It would essentially expand the existing system. The second estimate for \$130K would be to overlay another system over the existing stock of cameras so that as one camera ages and drops offline there is increasing coverage from the other cameras.

Mr. Pavao said with the amount of money that is being presented he would make a motion to move this to the Committee as a Whole for further discussion and approval.

**MOTION: Mr. Pavao – Mr. Hart: To bring this issue of the Durfee security cameras to the Committee as a Whole for further discussion and approval.**

<b>All in favor</b>	<b>None opposed</b>	<b>Motion Passed</b>
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Mr. Hart said that before they get to the update on transportation; at the last meeting Mr. Costa brought up an issue and he has spoken to Mr. Coogan about it as well regarding the Community using the track and tennis courts at Durfee High School. They were going to look at a revenue stream to pay the security guards if it goes through. He asked Mr. Coogan if he knew where that money could come from?

Mr. Coogan said Mr. Costa's request was based on the report of the revolving fund and in that fund there is a small pool of money for the use of schools. That money is raised from rentals of gyms, athletic fields, etc. and they wait for that money to pool up a little bit because it comes in small quantities. Once



built up, the net proceeds are used for small scale capital projects such as the gates at Greene, repairs to buildings, and basketball hoops at some of the playgrounds. During the summer months, when school is not in session and there is staff that can man the facilities, the tennis courts are open during the day. If there are situations where they can allow public access, they do that.

Mr. Coogan continued that if they open the facilities for public use they then have to staff them because of clean up, vandalism, etc. for their own efforts to protect their asset or contractual obligations to staff those events but there is a cost associated with that. “When we do those events, in essence, we are diverting School Department money for a public function. If the Committee decides to have us do that, I would just like you to keep in mind that a grounds keeper as well as a safety officer would run between \$40-50 per hour to cover the cost associated with that. Two-three hours a night, three nights a week would run somewhere between \$250-\$350 to staff the facility. If you were to pay for that out of use of schools it would take that money and it will dwindle as we pay for staffing and at the same time you are shutting off rental revenue that may be coming in from use of fields. There is a swing there. If that is the wish of the Committee, then it can be done but I want to lay out the facts. Certainly we can continue to make it available when we have staffing already paid for but it does have some diversion of staff or resources to make that happen. Also, the costs go up on the weekend as far as the contractual rate of pay.”

Mr. Hart said he would like to see the Community have access to it but doesn’t want to jeopardize the revenue stream. He asked if there are other revenue streams to cover 2-3 times a week and not during an athletic event. He would like to see something open for the public but he does want security there. He suggested having more discussion on this topic at the next Facilities and Operations meeting.

Mr. Coogan said they have brought this up several times and while they like to accommodate people when they can; at the same time, any use of the facilities presents extra wear which will then be more cost to the School Department. He added that he is glad to explore any way they can to make it work.

Mr. Hart also mentioned that he had been receiving complaints regarding the Morton basketball courts with students hopping the fence late at night, playing basketball and using their skateboard and asked if there is anything they can do.

Mr. Coogan said they can secure the gates but if they are going to jump them, that this is an example of what can happen with regards to the facilities.

*#7: Transportation Update*

Mr. Coogan thanked the vendors that did work with them to try to get the number down. The initial quotes were about \$1M over the forecasted budget but currently the number stands at just over \$700K. The amount of transfers discussed at the last Finance Subcommittee meeting to cover it was \$721K. It is \$300K less than the initial estimates but still quite a bit higher than their budgeted amounts. Currently as it stands, they have combined routes, reduced routes, have had to add a couple of vehicles. They have motions before the Committee this evening that would allow them to cover that expense.

<b>MOTION: Mr. Pavao – Mr. Hart: To adjourn</b>		
<b>All in favor</b>	<b>None opposed</b>	<b>Meeting adjourned at approximately 6:08 PM</b>

*Facilities and Operations Subcommittee Minutes of October 15, 2013*

Respectfully submitted,



Interim Administrative Assistant for  
School Committee Services

Please note: A videotape/DVD of this meeting is on file in the School Committee Office and is available for review by contacting the Interim Administrative Assistant for School Committee Services.