

**FACILITIES AND OPERATIONS
SUB-COMMITTEE MEETING**

**Monday, June 10, 2013
4:00 PM**

**B.M.C. Durfee High School
360 Elsbree Street
Fall River, MA 02720**

AGENDA

Discussion Items:

- Vehicle replacements
- Update on Utilities
- Technology plan and user agreements for staff assigned equipment

MINUTES

At 4:00 PM, Chair Hart called to order the Facilities and Operations Sub-Committee Meeting. A roll call showed that Mr. Hart and Mr. Pavao were present. Mr. Hart noted that Mr. Costa would be a few minutes late.

Mr. Hart explained there were three discussion items on the agenda but asked that there be a motion to table the discussion item related to the technology plan and user agreements for staff assigned equipment because there weren't some items in it that should have been.

MOTION: Mr. Pavao – Mr. Hart: To table the technology plan and user agreements for staff assigned equipment discussion item.

All in favor 1 absent (Mr. Costa) Motion passed

DISCUSSION ITEMS

#1: Update on utilities

Mr. Coogan: He explained that he has used a forecasting sheet for a number of years. He takes a seasonal average of heat and electric bills and then forecasts it out over the course of the year using the prior three years average. He added that they should be in a situation where there is a small amount of residual funds left over. He cautioned the Committee that while they are doing a better job of managing utilities in terms of conservation and monitoring, at the same time, weather plays a role. They take advantage of every strategy they can (i.e. turning temperatures back) and try to bring it in as close to budget as possible. He added that the bills run about 30 days behind so they still have about two months left to go on the bill scheduling before they can get a better handle on the final numbers.

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Mr. Pavao asked if there was any rollover.

Mr. Coogan responded that there was no rollover. It gets liquidated and brought down. He would say last year they were in the vicinity of \$100-\$150K and they adjusted it down just slightly. This year he thought they would be somewhere between \$50-90K depending on how the final bills come in.

Mr. Coogan continued that he had one other thing he wanted to make them aware of in respect to the nutrition accounts. Early in the year they invested some money in separately metering all the cooking kitchens so that they could monitor the amount of electricity that was consumed within those six cooking operations. He noted those were the four middle schools, the Silvia Elementary School and Durfee High School which is the largest production kitchen. One of the regulations that is now in place is that you can direct expense what you can document. So by having the kitchens separately metered, they have the ability to charge back that energy away from the food service program and have them contribute something to the utility budget. He added that they would be able to do that for a full year next year because they were done in a rolling fashion throughout this year. He anticipated revenues to be somewhere in the vicinity of \$30-40K based on typical usage.

Mr. Hart: "Savings? Using those meters?"

Mr. Coogan: "Yes. Separately metering we will be able to have the utility for the kitchen paid for by the food service program which would contribute back to the operating budget. So, from a revolving account back into the operating budget so the food service can contribute something back. Because it is separately metered, we are able to justify and break out that expense. It is not an allocation, it's an actual bill."

Mr. Hart asked if there was anything else to report on utilities.

Mr. Coogan responded that in terms of the utilities, the second phase of that would be they are looking at doing a gas meter for two of their larger producing kitchens, Kuss and Durfee, so that they can gauge the actual amount of gas used and portion the bill correctly with hard numbers and not just percentages or guesses. He added that in order to install those meters, they have to interrupt gas service for a period of time so they will try to get it taken care of during the summer and done for the fall so that they will have the ability to have them contribute back for those two significant bills as well. If it works out, they may be able to continue it to the other cooking kitchens. Mr. Coogan noted that gas meters are a little more expensive than the electric meters and a little more labor involved.

#2: Vehicle Replacements

Mr. Coogan: There are a total of 14 vehicles in service in the school department.

- There are three in operation in nutrition. Two of those three were upgraded a year ago.
- There are three in the courier ranks. Two are used for student transport; one is used for mail courier and supply delivery.
- There are two in distribution (i.e. learning materials, custodial or building supplies)
- The custodial and facilities department has four. A box truck they have for moving tables around as well as supplies and deliveries and three pick-up trucks used for a variety of things (i.e. supervisory details as well as moving items).
- Grounds and maintenance has two vehicles that they use.

A number of these vehicles are two wheel drive and several are four wheel drive. He explained that one of the problems they ran into the previous year was that several of their grounds trucks aged out of service. They were quite old but it was not do to mileage or usage but essentially just body and frame rot. He noted these were the trucks used for plowing and sanding and had quite a bit of damage underneath from salt and sand despite trying to wash them. Because they were rotting underneath, they were beginning to run into structural problems. If carrying any kind of weight or for plowing the safety of the vehicle begins to be compromised.

- In addition, there is a spare van that is currently not in service but is able to be used. It does not run as well as the other vehicles.
- There is also a van from nutrition that is not in service at this time because it has problems with the transmission and needs tires. Instead of investing money into that vehicle, he is looking at possibly retiring those vehicles in exchange for some other vehicles being discussed tonight.

Mr. Coogan then explained that the City recently went out and did some bonding to renew some of their fleets (from fire trucks to police cruisers, etc.). The school department is not part of that program and has always taken care of their own vehicles.

Vehicle #1:

Mr. Coogan stated that his first proposal is for a box type van for nutrition deliveries. (He referred to handout #1). He explained that they receive commodity goods each month from the State for the nutrition program and among those things are freezer items, cartons, cases of cans, etc.

- Currently FRPS pays for those items to be delivered to the District and in some cases those deliveries are \$400-\$500 in freight charges. Mr. Coogan proposed the school department recapture that by using the freight charge revenue to pay for a truck which would also give FRPS the flexibility to use it all of the time.
- He explained that the vehicle is a box type van similar to the one that is being used now but is 2 ft longer. He added that he would look for a van with a lift gate set up so they could put palletized goods right on the back of the truck and move them out as opposed to hand loading the trucks which would save time and potential injury. Currently, the trucks do not have a lift gate.
- The freight charge savings FRPS would get by having the truck pick up the goods at the warehouse would be a significant.
- When the vehicle is not in use by the nutrition department, it could then be used to deliver other goods and services throughout the district.

Cost/Funding: Mr. Coogan explained that a new truck with a lift gate outfit on the back (custom addition) would be approximately \$38K.

- He would have the resources within nutrition to pay it outright or could break it up over years. In the past when vehicles have been acquired, they have split the payments out over three years. They have that option or the nutrition dept. has the resources to purchase it outright; whatever the Committee might desire. The funding source would be the nutrition account.
- It would be staffed with a facilities driver so that they could balance the usage and could cover the expense of the driver from the split funding.

Mr. Hart asked if there were any questions.

Mr. Pavao asked Mr. Coogan if they had to go out to bid.

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Mr. Coogan: There is a fleet company that is on the State contract; he got a price from them but as they found out with the nutrition vans purchased last year, they actually did better with the local vendors and ended up purchasing from a local vendor.

Mr. Pavao asked if they'd do the same?

Mr. Coogan said they would give the local vendor a shot at the business as well as try to get the best deal for the District. In addition, the price off the State contract was \$42K and the \$38K price is from one of the local vendors.

Mr. Hart asked Mr. Coogan what company currently carries the freight.

Mr. Coogan responded that a company called Richard's transports. He noted that if they had to go get individual small runs from that warehouse they could send a nutrition driver or two in a van but a van won't accommodate an entire order which could be 4-8+ pallets.

Mr. Hart asked where the warehouse was located.

Mr. Coogan responded that the warehouse was off of 495 in Mansfield at Myles Standish Park. He added that sometimes there are other warehouses throughout the area.

Mr. Hart asked if he was projecting this was going to be a cost savings.

Mr. Coogan replied that depending on what the funding source looks like they could be saving \$2K a month or higher in freight costs which would be \$24K over 12 months. He added that it also makes a truck available to the department daily as opposed to just having a truck coming to deliver.

Mr. Hart asked if paying it outright saved money rather than breaking up the payment over years.

Mr. Coogan said no because there were no financing costs. He added that he wanted to point out that in the vehicle inventory that he submitted the box truck – 1st line item in the custodial listing – is a 2003 so it is close to 10 years old and has 85K miles on it. This is an opportunity to renew that truck.

Transcriber's Note: Mr. Costa arrived to the meeting at approximately 4:15PM.

Vehicle #2:

Mr. Coogan explained that the second truck he wanted to propose for acquisition was a dump body for the facilities grounds keepers. This is one of the two trucks they have talked about retiring and is not in good shape body wise.

- Currently they are using pick up trucks or delivery vehicles to get supplies (mulch, stone dust, gravel) where a dump truck would be most useful.
- The truck would also be available to plow and sand during the winter months. This past winter there were several snow events and because of the condition of the plow trucks, they did have plows on the road but did not have a truck that would accommodate the sander. As a result, the operating expenses for snow removal and sanding were \$26K. "Some of the additional funds were spent internally using our own vehicles but that \$26K is with outside contractors just for assisting us with plowing and sanding as well as the help we received from the City on

parking lots and roadways. We could hold those costs down by having our own vehicle operating again as well as the rest of the year when we can use that dump body to move material around.”

Cost/Funding: The projected cost for this truck is \$50K because the dump body itself is in the high \$30K's. The plow set up as well as the sander are in the range of about \$7,500 for that particular vehicle.

- They are still in the process of collecting bids. They do have a price off the State contract and several other quotes so it would go out through the procurement office and they would get the prices in for that.
- Using the split payment formula, it would be in the vicinity of about \$17K per year over three years to replace this vehicle.
- Some of the money would come from the reduction in repair expenses that have come up over the past couple of years with the aging of the vehicles and some of might be paid for with the utilities savings that Mr. Coogan explained with the nutrition metering.
- Between those two funding sources, they have the ability to contribute and not impact the operating budget significantly.

Mr. Hart asked if there was money to pay for this vehicle outright.

Mr. Coogan said he wouldn't suggest that they do that at this time with limited resources and suggested they spread the payments over time for this particular vehicle because it comes from an operating budget line item.

Vehicle #3:

Mr. Coogan continued that the third vehicle he would like to propose would be some sort of a command vehicle.

- They learned over the last two years from the operation of lock down drills as well as security situations they've had that there was a need for timely information as well as the ability to run some sort of command center on-site as opposed to shuttling documents back and forth, etc.
- One of the things they have spoken about as they have worked with local police, etc. would be the ability to have access to the close circuit cameras, if possible, and floor plans on site. They have supplied all of the FRPS facilities floor plans to the police and fire departments but to have them onsite in a binder would be an advantage as well as having the ability to tap into the cameras and run a remote site with a laptop to run command.

Ideally, they are looking at a SUV with the ability to store those items in the back. If the Committee so wished, they could convert that to a pick up truck which might have a little more utility down the line. Mr. Coogan cautioned that the purpose of the vehicle would be to outfit it in such a way that it is dedicated for the purpose of command and control, traffic situations, as well as emergency response on site for security purposes.

Cost/Funding: The cost of a SUV off the State contract with the packages, additional power, etc. would probably be somewhere in the \$30-33K range based on the estimates of a couple of different types of vehicles.

- The vehicle the head of security and administrative services currently runs could be put back online as a pick up truck that could be used by facilities, grounds, custodians, etc. and give them an additional vehicle that way.

Mr. Pavao asked if Mr. Coogan could clarify the funding source listed as *Facility supply line, funding stream from direct billing for cafeteria items*.

Mr. Coogan explained that one of the things they have done over the years is they always bought all the supplies (cleaning supplies, waxes, floor compounds, trash bags, etc.) for the nutrition program from the facilities budget. They were always purchased through the facilities budget when in reality a significant portion of those were for the nutrition and cafeteria programs. They could have those items billed directly to that program. He noted that they are in a good place now with nutrition in terms of its financial soundness so they could accept the bill on their own and it would free up additional funds from the facilities budget which are currently being dedicate to buying supplies that are used in the nutrition program. Mr. Coogan added that one of the regulations that exists in the food services program is difficulty in allocating. "You can't take a bill and say 50% of it is for this and 50% is for that. They want to see a clean bill or a way for it to be direct billed so they can see where the consumption went. So in that regard, we would take some of the supplies that are currently purchased by facilities and have them direct billed to the nutrition program and once that is done, that would free up money in the facilities budget."

Mr. Pavao asked if that would be an in-house direct billing formula.

Mr. Costa responded that they would start using money from the revolving account to pay for those things as opposed to the facilities account.

Mr. Pavao asked if they were saying then that the supplies purchased through the nutrition program would only be the supplies used for the nutrition program.

Mr. Coogan said that was correct.

Mr. Coogan noted that he also listed on the handout the benefits and funding requirements for each vehicle and went over those two items.

Mr. Hart asked if they sought local vendor pricing for the second and third vehicles mentioned.

Mr. Coogan responded that the second vehicle had to go out on an RFP and they had contacted Mr. McCoy's office at City Hall regarding that. The third vehicle they could do that and take the most advantageous procurement for it.

Mr. Costa asked when vehicle #3 is not used for lockdowns or fire, what it will be used for?

Mr. Coogan responded that it would essentially be for supervision or for transporting items between buildings, etc. Currently they use a two seat pick up truck for that.

Mr. Costa asked if it would be used for anything else?

Mr. Coogan replied it would not but would be outfitted in the back with devices needed for the command center.

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Mr. Costa responded that he didn't mind those items being on site but thinks for \$33K they have had two incidents where the vehicle would have been used for its primary purpose outside of that, it sounds like it is going to be used as a management vehicle to get from location to location. He asked Mr. Coogan if when he said security, does that mean it's going to go to the security department?

Mr. Coogan replied no, it would be used by Mr. Correia who supervises that department in addition to if there were an event. For instance, a graduation or traffic control, etc. He added that the other item for consideration if it is the Committee's desire, rather than use an SUV type vehicle which is enclosed and would keep the items discussed in there, they could take an extended cab pick up and convert the back area to hold those items.

Mr. Costa said he thought those were all important things to have on site for those types of events but the question becomes how often do they have them and that it is a large expenditure for two incidents where this would be the primary use. If its secondary use included something other than just general transportation and supervision then maybe he could consider.

Mr. Correia responded that there were actually nine times this year that the vehicle could have been used.

Mr. Costa noted that Mr. Coogan sited two incidents.

Mr. Coogan responded that he just mentioned two as examples.

Mr. Correia continued that during Hurricane Sandy he was called to open a building up and had to go through rough weather. He also cited the blizzard, traffic problems throughout the city, multiple school emergencies and two lockdowns one at Silvia and one Doran. He was also contacted by the fire department for a dumpster fire at Henry Lord where they needed him there right away. There are also multiple night alarms he needs to respond to.

Mr. Costa asked if he had a vehicle currently.

Mr. Correia responded that he did.

Mr. Costa: "That one wouldn't do those things?"

Mr. Correia said it actually would do those things. The main focus of switching over is to give the facilities department another truck. He added that when he went to the sheriff's department for training on lockdowns they were amazed at how far ahead we were compared to anywhere else and Bristol County uses FRPS lockdown procedure right now. The lockdown procedure that was drawn up here is used by the parochial and charter schools as well.

Mr. Costa said his concern is when he starts seeing things like mobile command centers and hears Bristol County Sheriff's office. "I get nervous because he's got a lot of vehicles and toys up there. I don't mind if you are going to use it for that purpose but I don't think a school department needs a mobile command unit. I agree that those things are important during situations. I am just wondering if a vehicle that is already in service can be used outside of the back not being covered."

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Mr. Coogan: One of the issues that they have is that a lot of their pick up trucks are straight two door units with no additional capacity. They could go with a SUV or extended cab truck that could be outfitted with an additional cab area with the materials stored there, then they still gain the flexibility of having another pick up truck. That might be an option that would give them some flexibility on the use of the truck.

Mr. Costa said that ultimately he will support it but asked that they not call it a command center vehicle with markings on it.

Mr. Coogan agreed.

Mr. Costa said he also had questions about the vehicles not in service due to frame and body rot. He asked how bad the frame and body rot were and if it was something they could coordinate with Diman on.

Mr. Coogan responded that it was structural where the frame in addition to the hydraulic line, brake lines, etc. that run down that frame and the support springs and weight of the vehicle were not structurally sound anymore. The mileage on them is relatively low.

Mr. Costa responded that that is what peaked his attention and wondered if it would be a project for Diman auto body. If not, he was not sure if they have to be turned back or declared surplus but thought they should somehow try to recoup some money for it.

Mr. Coogan said essentially the determination for them to not be in service was made over the course of this winter when they ran into storm situations and began to put weight on them.

Mr. Costa said again that he thought they should reach out to Diman to see if anything can be done.

Mr. Hart asked if it was just those two vehicles.

Mr. Costa said yes, he felt they should cut their losses on the one that has 120K mile on it but the two that had 18K miles on it he felt were worth trying to salvage.

Superintendent: She stated that she would contact Diman's Superintendent to see if they may be able to help.

Mr. Pavao asked how many vehicles currently have plowing capabilities.

Mr. Coogan said he thought currently it was five total. If there is a snow storm, they start at the high school which is where the vehicles are housed for the most part and then fan out to the other schools. If they expect snow, they may deploy a couple out overnight. Depending on the snow and timeline, that is when they bring in additional contractors to assist.

Mr. Pavao asked if we assist the City in anyway. Do we put our plows on the road when the schools are done?

Mr. Coogan responded that they did not but in many cases the City assists the school department.

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Mr. Pavao felt \$26K for contracted services was a lot of money.

Mr. Coogan explained that there were 11 or 12 different occurrence and it is a couple of thousand if you need to bring them in. They all get paid hourly. Depending on the situation, they may only come in and do a follow-up. In cases where there is significant snow fall and the next day the snow piles start to melt and the water runs, they have to come out and sand. It is not all plowing.

Mr. Pavao asked how many sanders the school department had.

Mr. Coogan explained that there were three but one they retired last year and one broke this year so they are down to one.

Mr. Pavao asked if the vehicle that would be turned over from Mr. Correia, if the motion passed to upgrade his vehicle, could be outfitted with a plowing unit.

Mr. Coogan responded that it could and that would bring them up to six plows. He also explained that the sander that they have also has the ability to plow.

Mr. Hart asked about snow blowers.

Mr. Coogan replied that they have a fleet of snow blowers and they turn them in for maintenance at the end of every snow season and then they are stored until needed again.

Mr. Pavao wondered if it might be prudent to do the same (maintenance) with the trucks at the end of the season that are expiring early because of body rot due to salt, sand, etc.

Mr. Coogan said that that is done but one of the trucks is 11 years old and one is 13 years old and there are areas that capture sand and salt that aren't reached and that corrodes the areas.

Mr. Hart and Mr. Coogan reiterated some of the cost savings in utilities conversation to Mr. Costa who was not present during that conversation.

MOTION: Mr. Pavao – Mr. Hart: To bring the update on utilities to the full Committee to inform them of any monies that could be left over from specific accounts.

DISCUSSION:

Mr. Coogan explained that at the end of every year whatever money is left over in those different line items within the budget is consolidated and then the expenses are accounted for and that money is part of those transfers.

Mr. Costa: "So you are saying there is \$50-90K?"

Mr. Coogan responded in that line item not in the total budget the estimate is \$50-90K.

Mr. Costa yielded.

2 in favor 1 opposed (Mr. Costa) Motion passed

FURTHER DISCUSSION ON THE MOTION:

The Superintendent asked for clarification on what the motion was.

Mr. Pavao responded just to make a presentation to the Committee as a whole on an update on the utilities savings from that one line item.

Mr. Costa said that his concern was that those savings would then be used to make expenditure that...

The Superintendent finished Mr. Costa's thought by responding "on the vehicles?"

Mr. Costa said that was correct.

Mr. Coogan and the Superintendent both responded that that was not what the money was going to be used for.

Mr. Costa apologized and noted he was looking at the wrong page.

Mr. Coogan explained that Mr. Costa was not present for that part of the discussion and explained the new metering in the kitchens.

Mr. Costa asked if the monies that were just voted on to refer was those monies.

Mr. Coogan responded no, just a regular utilities update mentioning how utilities are running year-to-date. "I mentioned earlier that that is a function of being careful with our resources but also you get a break with the weather/depends on how much energy you consume. We budget close to \$3M per year for utility expenses and a portion of that is left over depending on how the resources run that year."

Mr. Hart asked Mr. Costa if he wanted to rescind his vote.

Mr. Costa said no, that he checked with Mr. Saunders regarding the end of year balance for this fiscal year. "He sent me back a number and indicated a number of factors that were going to cause us to be at the number he gave me. What concerns me is he named utilities at least in part of what caused the low number of carry over. So I'm concerned that he is indicating we don't have a whole lot of revenue because of a bad winter and yet Mr. Coogan was telling us that there was going to be a utilities savings."

Mr. Coogan said he wouldn't call it so much a savings. There is a difference between heat and a/c and the bills as I explained earlier typically run 30 to 60 days behind they cycle.

Mr. Costa said he understood all that and utilities could be air, heat, electric; however, when he hears it was a cold winter and there is going to be a relatively low amount of money because of a cold winter one would question "well if it is a utility and you have a surplus in another type of utility, why would you use one utility as a reason to have a low projection for carry over?"

Mr. Coogan said they may exist separately in the budget. He believed there was one for heat and one for electric.

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Mr. Costa responded at the end of the day it is one pool of money whether it is called heat or electricity – whatever it is called, it is utilities. So when he hears we are projected to only have X amount of dollars because of a cold and unexpected winter, he has to ask, how do you come up with projected surplus in utilities yet the CFO is telling him he is expecting less?

Superintendent: She explained there are two line items. The non-heat utilities and the utilities. I believe one needs a transfer and the other does not.

Mr. Coogan added that they balance the two out in years past they've had well over \$100K in those items. This year it is probably in the neighborhood of \$50K or a little bit better depending on the last bills that come in.

Mr. Pavao asked in the non-utilities line if that meant sewer services/water vs. electric, etc.

Mr. Coogan said no it is essentially heat, gas, oil and electric.

Mr. Costa responded "The only reason I raise this is that the number they are projecting in carry over is significantly less than the number you are projecting could be a surplus so before I take a vote on referring surplus monies to the full Committee, I'd like to have the conversation."

Mr. Pavao said he was going to withdraw his motion because he was confused and thought they were going to need a clearer picture. "I am not sure Mr. Costa is getting a message from Mr. Saunders one way and Mr. Coogan is giving us another message."

Mr. Hart asked if Mr. Pavao wanted to make a motion to table it.

Mr. Pavao responded no, he didn't think they needed to do anything with it.

Mr. Costa said he didn't have a problem with having it go to the full Committee. It didn't stop the process of having a conversation and it was going to happen there anyway.

Mr. Pavao said he did not want to box Mr. Coogan in if he makes a projection if Mr. Saunders was in disagreement.

Mr. Coogan wanted to clarify that the purpose of reporting on the utilities was basically to talk about the metering of the kitchen area as well as the projection at this point of where it is they will probably end up on the year end. "I think when Mr. Saunders talks about the year end balances, I think he is talking about the budget as a whole as opposed to any one particular line item so I don't know what he used as a basis."

Mr. Costa asked at the end of the day where is that surplus going to go if Mr. Saunders is projecting that the end total is going to be significantly less.

Mr. Coogan responded that again he knows they have other costs that have gone over budget this year as well as out of district tuition and those types of things and he assumes Mr. Saunders is looking at the total picture.

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Mr. Costa said that is why he wanted to hold off until he had a better picture and had an opportunity to speak with him to find out.

Mr. Pavao said he thought what Mr. Coogan was saying is that any left over they have in utilities could go to a line item to level the budget. "I think what Mr. Saunders is looking at after all is said and done this is what we are going to have as a carry over."

Mr. Costa agreed but added that the purpose of this motion is to refer to the Committee as a whole the projected savings.

Mr. Pavao said no, for informational purposes only.

Mr. Hart said the cost that was in the motion Mr. Pavao made came from Mr. Coogan where it wasn't a solid number but an estimation of between \$50-95K from that one line item.

Mr. Costa said "Right, re-metering. You took a snapshot or guess of the cafeteria kitchens equipment for that particular line item and are projecting \$50-90K."

Mr. Coogan said "When that line item is charged which is not in the operating budget; when that contribution comes back to the utility line item, you are going to have a number that is anything left unspent in the utility budget plus the contribution from the nutrition..."

Mr. Costa finished..."because you can now put it towards the nutrition because it is a charge off to the nutrition account because it's use is for cafeteria."

Mr. Coogan: "Right. So when nutrition makes that contribution back to the operating budget..."

Mr. Costa: "...there is an additional \$50-90K potentially."

Mr. Coogan said he estimated at about \$35K for the electricity but that goes on top of any other savings that are there which is why he used that \$50-90K guesstimate.

Mr. Costa: "That would then drive up the number of carry over dollars available potentially."

Mr. Coogan: "Yes, potentially."

Mr. Pavao said he is letting his motion remain and Mr. Hart agreed.

Mr. Hart said the other item was the vehicle purchases and asked if there was a motion. He noted that with vehicle #1 (box truck) part of the recommendation would be to amortize it or pay it outright and his recommendation would be to pay it outright. He noted the funding requirements for vehicle #1 was the nutrition reserve account, vehicle #2 from the facilities operating budget and transfers from reimbursement of the utility cost and vehicle #3 from the facilities supply line funding stream from direct billing for cafeteria items.

MOTION: Mr. Costa – Mr. Pavao: To accept vehicle one, two and three proposed by Mr. Coogan and recommend them to the full body for purchase.

All in favor None opposed Motion passed

Mr. Hart said he had one other thing before adjourning and told Mr. Coogan that he was at a baseball game at Kuss Middle School and noticed parents in the open areas and asked if getting some type of aluminum bleachers would be possible.

Mr. Coogan said they spoke about that earlier and he looked into it. With some of the money they get from use of schools, they try to do some small scale capital projects. He looked at a number of different capacity stands and they were somewhere in the neighborhood of \$1,500-\$2,500 per unit. They could put a couple of units on either end. He said there seems to be resources within that account to put a small unit that fits into the concrete patio area.

Mr. Hart noted that would be similar to the Silvia school.

Mr. Coogan agreed and added that it would be both good use for the school and the community.

Mr. Costa asked on that same note if the grounds crew was responsible for the upkeep of that field as well or if it was the custodians that handle it.

Mr. Coogan: Typically the grounds crew comes out and cuts the major areas of the field and the custodians will do the edging and trimming.

Mr. Costa said it is a turf field but asked if whoever is responsible for it, could take care of the rocks all over the outfield to prevent injuries or damage to the field.

Mr. Coogan asked if he was talking about the Kuss field; he thought he was referring to Silvia School.

Mr. Costa confirmed he was talking about Kuss.

Mr. Coogan said yes, he would have that taken care of. He added that every eight weeks or so they do a grooming service.

Superintendent: She asked if the Committee would like a quick update from Mr. Coogan on the Westall in terms of how that is driving their thinking about where RPS students should go in terms of coming up with a recommendation for the Committee.

The Committee agreed.

Mr. Coogan explained that there were two phases to the Westall project. They had the immediate loss and they worked with DCAM (Department of Capital Asset Management) and had to request an emergency waiver so they could get the roof sealed up and make the building weather tight to prevent further damage to the building. Since that time, the City (who is actually the policy holder on the building) has been working with the insurance company to determine the scope of repairs that they would allow. Some of the things that go into that are 1.) What is the existing wear and tear on certain items (i.e. chimneys) and what was a result of the loss from the storm damage and 2.) There are certain

building regulations that kick in when you go over a certain amount of dollars in the repair and square footage, etc./compliance issues come in. He noted that sometimes with an older building you have something that was in compliance for the time it was constructed but once you get into a situation where it has to be updated to new items on the code, things like sprinklers, handicap accessibility ramps, etc. come into play.

“So essentially right now the holder of the building and policy which has the funding stream – the City – is working with the insurance company and the building department to determine the scope of the repairs. That has slowed things down a little bit. We had this initial flurry of activity when we went in and fixed the building.”

Mr. Coogan continued that they are going to have a building available to them in September if RPS doesn't return to Westall. The Westall repairs will continue because it is to the benefit of the City and the school department to have that building fixed and back up to code. In the meantime, they want to get RPS out of the Cherry & Webb building and back into a FRPS building. They have had preliminary talks with the building inspectors and their department for a partial usage model using the lower floors of the Rock Street building which would allow the RPS students to gain a real cafeteria, a gymnasium, an auditorium for assemblies or productions, etc. Essentially giving them a better building than the one they have now and the other building is not going to be ready for September. Mr. Coogan's recommendation to the Committee would be to relocate the RPS students back to a FRPS building by putting them into the old RPS using the lower floors of the building. The upper floors would be available for other usage – office space, etc. Mr. Coogan added that there is a separate entrance they could use off of Locust Street and they could talk to the building inspectors to make sure that is available to them. He added that moving them there also preserves the building for future use.

There were no other questions or discussion.

MOTION: Mr. Pavao – Mr. Costa: To adjourn

All in favor

None opposed

Meeting adjourned at approximately 5:01 PM

Respectfully submitted,
Rebecca L. Caron
Interim Administrative Assistant for
School Committee Services