

Meeting of the Capital and School Safety Subcommittee
Friday, September 23, 2022, 11:00 AM

Via video conferencing:

Join Zoom Meeting:

<https://us06web.zoom.us/j/84627662450>

MEETING MINUTES

In attendance: Steven Lamarche, Superintendent, Richard Mathieu, Director of Finance and Operations, Joseph Caron, Director of Facilities, Kelly Szela, Jamie Terry, Caitlynn Panczyk and Cheryl Kozub, Recording Secretary. Jeanne Costello was not in attendance.

1. Call to Order

The meeting of the Capital and School Safety Subcommittee was called to order at 11:02 a.m. by Chair, Jamie Terry.

2. Election of Subcommittee Chair.

Jamie Terry asked for nominations of the new Chair of the committee. Nominations for current Chair, Jamie Terry, to continue as Chair were made, with the first motion by Kelly Szela and then seconded by Caitlynn Panczyk. All committee members were in favor.

3. Approval of Minutes – June 3, 2022.

The first motion by Kelly Szela and second motion by Caitlynn Panczyk was made for approval of the minutes of June 3, 2022 as written. All were in favor.

4. Review of Phase I

Mr. Mathieu spoke of the success in having the vote passed for Phase I of the capital improvement projects. School Committee has been informed that signed contracts by Siemens are in place for fire panels at CMS and DMS. Kelly Szela asked about fire panels in the elementary schools and where funding would come from since this is not included in the capital improvement projects. Mr. Mathieu stated that the cost for fire panels in the elementary schools are included in the budget from the Champions Program. Installation of smoke detectors at the elementary schools will be done by our custodial staff.

Caitlynn Panczyk raised the question of risk of damage to fire panels due to roof leaks was discussed. Rain affected one smoke detector at DMS, and this has been addressed.

5. Designer Selection Committee – Request for Qualifications

Jaime Terry reported that Mrs. Aucoin would like to be included in the Designer Selection Committee. A draft of the Professional Designer Services Request for Qualifications was sent to committee members for the roof replacements at Dudley Middle School and Charlton Middle School for review. Final draft is needed by Wednesday, September 28 for publication in Central Register, COMMBUYS, Telegram (local newspaper) and posting on the District website.

Proposals will be opened at the scheduled date and times. School Committee approval is needed at the November meeting. Finalized contract will be sent out in December.

6. Massachusetts School Building Authority

Mr. Lamarche spoke about the MSBA and the need to build an understanding about the process. The MSBA process meeting is scheduled for October 12. Principal Elwell is familiar with the preparation of the feasibility study, since he came from a District that just completed a feasibility study. Preparation is needed for the number needed for the feasibility study as determined by like districts. The feasibility committee will include one member from each town's Board of Selectmen, Town Administrators, Finance Committee. Mr. Lamarche also reiterated that balance is important in this MSBA project. Jamie Terry stated that one member of the Charlton Board of Selectmen would like to be involved in the MSBA process. Mr. Lamarche stated that all reconsiderations for memberships must be brought to the School Committee at the next meeting. Select Boards voted on who will be on the committee. Mr. Lamarche reported that Dudley town representatives include Dan Edmiston and Steven Lepper. They both have construction and architectural engineer backgrounds. Advertising of the MSBA meetings is important. Caitlynn Panczyk recommended that meeting notices be a standing agenda item in both towns' Board of Selectmen meetings.

7. 2022-2023 Meeting Schedule
Friday, October 14, 2022 @ 11:00 a.m.

8. Future Agenda Items

Mr. Lamarche reported that the District is continues work on the MSBA process. More discussion at the first School Committee meeting in November.
ALICE training is scheduled for October 27.

9. Open Session for Topics not Reasonably Anticipated 48 Hours in Advance of the Meeting

Kelly Szela reported that Heritage School is very warm in the winter in some classrooms while others are not and asked if the temperature could be regulated. Mr. Mathieu stated that the fluctuating heat is due to the age of the boilers and the location of the classroom so regulation of the heat is very difficult.

Kelly Szela was asked by a parent about solar panels for electricity to save money for the District. Joe Caron stated this is cost prohibitive since you don't save with the capital expense. This idea was also shot down in the past because plowing with coveralls would be problematic.

Mr. Lamarche stated that with elections at the elementary schools, additional safeguards were discussed. Since Heritage School is a polling place and students will be in school, a police officer will be assigned to ensure that the public enter and exit through the gym door only. Key fobs are operational throughout the District from 7 a.m. to 6 p.m.

10. Adjourn
Kelly Szela set first motion to adjourn, followed by Caitlynn Panczyk, who seconded. All committee members were in favor. The meeting adjourned at 11:38 a.m.