

SALISBURY TOWNSHIP SCHOOL DISTRICT

Building & Grounds Subcommittee Meeting Administration Building, Monday, January 16, 2006 – 7:00 P.M.

Board Members Present: Mrs. Feinberg, Mr. Gatanis, Mr. Giordano, Mr. Mantz (arrived 7:13 p.m.)
Mrs. Miller, Mr. Pauloski, Mr. Reinsmith, Mrs. Ziegler

Board Members Absent: Mr. Steidel

Administrators Present: Mrs. Famularo, Mr. Shankweiler, Mrs. Wright

I. Call to Order

The meeting was called to order by Mr. Reinsmith at 7:06 p.m.

II. Approval of Minutes

Motion by Mr. Giordano, seconded by Mrs. Miller to approve the minutes of November 21, 2005 Building & Grounds Subcommittee Meeting. The motion was carried 7-0.

Mr. Giordano questioned if the board would be receiving a narrative of events regarding the drain under the high school cafeteria at a future meeting. Mrs. Famularo stated that the narrative of events was forwarded to Atty. Sbrocchi and that the revised agenda for tonight's meeting includes this item for discussion.

Mr. Giordano asked if there was any follow up on the high school gymnasium project. Mrs. Famularo stated that it was part of the narrative and that Mr. Shankweiler also forwarded that information to Atty. Sbrocchi.

Mr. Giordano questioned if there was any additional information regarding bringing election voting back to the middle school. Mrs. Wright is still gathering information on this option.

Mr. Reinsmith asked for follow up regarding graduation for the Class of 2006. Mrs. Wright stated that graduation is locked in for June 11, 2005 at Symphony Hall, but the time has not been decided on yet.

III. Old Business

1. D'Huy Proposal for Facilities Planning Study

Mr. Reinsmith stated that the PFM facility study that was previously done was not inclusive and a new study needed to be done to get a better handle on the overall facilities and status of them as they have changed since the last study.

Mrs. Wright stated that the critical issues are that the facility and curriculum needs are tied together to come up with a financial plan to support both pieces.

Mr. Arif Fazil from D'Huy Engineering, Inc. provided the board with a draft of the proposal for preparing a Facilities Capital Improvement Plan for STSD as well as additional services that would be an integral part in developing an overall facility planning process for the district. This plan would integrate the facility planning as well as the curriculum, enrollment requirements, and technology needs. D'Huy's role in the enrollment and technology areas will be to guide and to provide information that is requested through the various committee meetings. This will be limited to an hourly rate role and provide information that the district will need in order to make the decisions to implement the facts. In the facility planning, D'Huy will play a major role, which will include evaluating all the existing facilities and develop a comprehensive list of needs for each facility. After the needs are identified, a report and cost estimate will be provided along with a logic matrix. The logic matrix will include a priority ranking and cost estimate for each recommendation at each facility.

Mrs. Wright stated that the board will review the Draft Agreement for Capital Improvement Plan that D'Huy has prepared and address it at the next Building and Grounds Subcommittee Meeting.

Mrs. Famularo stated that there are funds available from the General Obligation Bond which was left from the financing of the middle school project and this would be an acceptable use of those funds.

Mrs. Miller questioned to what extent of the facility planning has already been completed for the middle school. Mr. Fazil stated that D'Huy did factor that information in and will reuse that information along with verifying the data from the PFM study as a base starting point.

Mrs. Miller asked if the cost of a yearly update is included in this agreement that was presented to the board. Mr. Fazil stated that it was not and that there was an additional cost for that service.

Mr. Giordano questioned the item on the draft related to architectural floor plan. Mr. Fazil stated that electronic architectural floor plans will be developed for each building to aide in evaluations and studies for technology, management, emergency and future project needs.

Mr. Reinsmith informed that board that additional discussion and questions will be addressed at the next Building and Grounds Subcommittee meeting.

2. D’Huy Study – Air Conditioning at High School

D’Huy Engineering, Inc. performed a study on the options available to address the air conditioning problem at the high school. Several options were identified and presented to the board. Mr. Haller reviewed the options. Option 1 – repair the existing 160-ton chiller via service contract with chiller manufacturer. Option 2A – replace 160-ton chiller with new 160-ton chiller with indoor remote evaporator. Option 2B – replace 160-ton chiller with 180-ton chiller to accommodate ventilation upgrades. Option 3 – replace 160-ton chiller with two chillers; one 160-ton chiller and one 100-ton chiller to accommodate gymnasium air conditioning including ventilation upgrades and administration cooling. Option 4 – provide a separate 120-ton chiller for the gymnasium(s). The cost of option 4 is intended for use in conjunction with above Option 1 and II (all parts). Mr. Haller’s recommendation would be 2B because it addresses the current needs, has capacity for future ventilation requirements, and if administration area would need to be address immediately, the 180-ton chiller would be able to handle it.

Mrs. Wright informed the board that there is \$1.1 million left from the bond issued for the middle school and there is about \$95,000 available from capital reserve.

After a discussion, it was recommended that a motion to replace the existing 160-ton chiller with 180-ton chiller to accommodate ventilation upgrades will be on the agenda for approval at the January board meeting.

3. Security at Administration Building

Mrs. Wright expressed her concern regarding the free access that the public has to the administration building and that without a receptionist they have no direction as to where to go for the personnel they are here to see. It is being recommended that a security system be installed at the front door that is similar to those at the schools. The estimated cost is \$2,570. The access to the basement area for various sports related activities would not be affected or eliminated by the system installed upstairs. Mrs. Famularo stated that this project would be funded out of the General Obligation Bond.

A motion to approve the Access Control System will be on the January agenda for the board meeting for approval.

4. Roof at Western Salisbury Elementary

The roof at Western Elementary is about 18 years old and is no longer at the repair stage but needs to be replaced due to numerous leaks. The design phase will take about one month before going out for bid so that the project can be completed during this summer.

It is recommended that a motion to replace the roof at Western Elementary School be on the agenda for approval at the January board meeting.

5. Pit under High School Cafeteria

Mrs. Famularo stated that Mr. Shankweiler prepared a narrative that tied together the pit under the cafeteria and air handling units, which was forwarded to Atty. Sbrocchi. Atty. Sbrocchi reviewed that information and recommended obtaining an expert's opinion if recovery is desired. Atty. Sbrocchi is not an expert and under the rules of law there is a certificate that must be produced by the expert in order to go after the architect. D'Huy Engineering, Inc. has agreed to review the information gathered by Mr. Shankweiler.

Mrs. Famularo will follow up with D'Huy to obtain an expert opinion. Atty. Sbrocchi will then advise the board on the next step for repair and/or recovery.

6. E-Rate Contract Approval

Mrs. Famularo asked the board's permission to sign the E-Rate contract after the January board meeting but before the February board meeting due to signage date requirements. The contract is a 5-year contract with Telcove, which is tied into the state contract rates. The long distance service will be bundled with local service for an additional savings in rate charges. Mrs. Famularo will ask for a retroactive approval at the February board meeting.

E-Rate is a federal discount program for telecommunication services and the district receives about a 40% discount.

IV. New Business

None

V. Other Business

Mrs. Famularo informed the board that the insurance policy came in under budget.

Mr. Famularo told the board that the Bond Issue that was in the board packet has omitted information due to the fact the bond sale will start January 18, 2006 and the final numbers will not be ready until Wednesday prior to the board meeting. Atty. Freund will receive this information and revise the document with the final numbers.

Mr. Reinsmith addressed the board regarding a sound/lighting control booth for the high school auditorium, which was requested in the past. This was previously approved but was not started because the design was not complete. It was approved that payment for the project would be taken from the maintenance general fund budget.

VI. Adjournment

The meeting was adjourned at 9:35 p.m.

Susan H. Famularo
Business Administrator

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