

Operations Committee

Agenda Minutes

April 2, 2024

5:00 - 6:00 pm

The Forum, Mt. Blue Campus



COMMUNITY | CULTURE | CURRICULUM

Working together to provide high-quality educational opportunities for all.

Members Present: Scott Erb, Wayne Kinney, Carol Coles, Libby Kaut

Other Board Members present: Jeff Barnum, Dee Robinson

Staff: Christian Elkington, Monique Poulin, James Black

Other staff present: Joel Smith, Nicole Ibarguen

1. Call Meeting to Order - Chair Erb
 - a. The meeting was called to order at 5PM.

2. Review [minutes](#) from the last meeting - Chair Erb
 - a. Questions?
 - i. None

3. Updates - Black
 - a. Health & Safety
 - i. Active Shooter Training 6/28/24 (MBC)
 1. Local Departments EMS/Fire will be a part of this.
 2. B-Wing at MBC
 - a. This will be a wide scale training event.
 - b. There will be advance notice so that community members are aware of increased EMS, Fire and Police presence.

 - b. 23-24 Budget Update
 - i. Leaks at MBC?
 1. Plan
 - a. The plan is to remove the skylights in the gym and put roof decks on to eliminate leaking problems.
 - b. \$45,000 to replace; we will use this year's budget.
 2. Vote?
 - a. All were in favor.

 - ii. Spring Work?

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1. Specific Projects
 - a. Mallett
 - i. Parapet Wall
 1. G&E has met with the contractor and they plan to start in May.
 - a. \$75,000 is earmarked for this project to start. We think this could be a long term project which will be addressed over the next couple of years with more funding earmarked in the FY25 Budget.
 - ii. Community Concepts Work
 1. Most of the material has arrived and maintenance will be starting the install.
 - a. New doors will be installed to meet the code requirements.
 - b. Cascade Brook- HVAC office/second floor
 - i. Efficiency Maine will be giving us \$354,000 towards the project. ESSER will cover the remainder. It will start as soon as possible and should not impact summer programming.
2. [Operations & Maintenance Spreadsheet](#)
 - a. MBC
 - i. TV Installation is going smoothly.
 - ii. Sports banner installation is also going well.
 - iii. Batting cages, netting, water connection are all being addressed for spring sports.
 - b. MBMS
 - i. Sink trap in the art room has been addressed.
 - ii. Ceiling tiles are being replaced where needed.
 - iii. G & E will be doing roof checks in the next couple of weeks which is their practice each spring
 - c. CBS
 - i. Metal rail has been installed.
 - d. Mallett
 - i. Bathroom faucets have been replaced, both touch free and handle faucets.
 - ii. There have been some recent kitchen updates.
 - iii. A review of the evacuation of Mallett was discussed. The debrief with the Farmington

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Fire Dept resulted in a new protocol for all RSU #9 schools. There will no longer be active work on anything propane related while school is in session.

- e. CCHS
 - i. Ventilation motors have been installed and the kitchen door roof is being built.
- f. AHS
 - i. New metal doors should be in shortly.
- g. Cushing
 - i. New washer and dryer have been installed in the specialized programming classroom, and another room had Marmoleum installed.
- h. Bus Garage
 - i. New driver sink has been installed.
- i. Holman House
 - i. The barn floor has been repaired; carpeting has been installed.
 - ii. The roof project will begin in a couple of weeks.

3. Board Members shared that the architect studies and the running spreadsheet have been extremely helpful this year as they review work and needs!

- c. Middle School CTE
 - i. Family & Consumer Science space
 - 1. Next Steps?
 - a. Change order has been requested
 - i. The updated cost is \$594,000.
 - ii. The architect feels that we can make adjustments so that the space can be a reality if we start a little later. It is felt that costs for contractors and supplies will decrease come fall and early winter. We can expect a new plan that will be much more financially feasible in the next month.
 - iii. Completed spaces to date look amazing.
 - 1. This committee needs to come over and take a look.
 - 2. Funding from Franklin County Commissioners (\$125,000)
 - a. Culinary/FACS Space

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- i. We feel grateful that the Commissioners are helping out with this project.
 - 3. Fund Balance needs? - Elkington
 - a. Request
 - i. In the proposed budget, there is a request for \$125,000 to help finish this specific project.
Thoughts?
 - 1. This is in next year's budget as an expense.
 - b. Vote
 - i. There was support overall; no objections.
 - d. Holman House - Black
 - i. Roof update-Completion timeline end of April (Weather Dependant)
 - 1. See above.
- 4. Elevator certificates - Black
 - a. Review
 - b. They are updated 2 times a year
 - c. Certificate covers for the year and district sends them to state
 - i. Need to follow up with the elevator lift in the MBC Auditorium as it is not presently working. Otherwise, we are all set.
- 5. Recycling next steps? - Nicole Ibarguen
 - a. Review/Plan/Discussion
 - i. All schools recycle cardboard. At some schools, this is more convenient than others for Archie's (our contracted service) as there are dumpsters available for this purpose.
 - ii. All schools have access to bins. Mixed paper is the concern going from plastic bag collection to recycling bin. Going forward, at schools that have recycling dumpsters, mixed paper will go into the cardboard dumpster to be recycled. At CBS and MBMS, students are extremely involved in recycling.
 - iii. What is the solution to the concern at AHS and Cushing that have sheds and not bins? A solution to potentially put dumpsters at the Wilton schools will be looked at. Emptying a dumpster for recycling is about \$60/month.
 - 1. Committee said to move forward with a plan to add one dumpster in Wilton.
 - iv. CCHS-Archie's does the trash, but the town does the recycling.
 - 1. They only recycle paper and don't have a single sort option for other items.

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6. Field Project Sub Committee Proposal - Elkington/Black/Smith

a. Review Turf Committee Draft.pdf

- i. Joel Smith and James Black reviewed the information on the draft flyer.
 1. The details related to the safety of the materials to be used was emphasized as being paramount and will be prioritized.
- ii. What is the plan for the underlying groundwork?
 1. Board Members shared that the base needs attention.
- iii. What is the committee's oversight for fundraising?
 1. It is more advisory in nature.
 2. Some adjustments will be made to the language in the flyer.
- iv. From a science and medical focus
 1. It will be important to involve other experts as necessary regarding the safety of the materials involved.
- v. Please give feedback to Joel prior to the next board meeting.

b. Appoint

- i. Joel Smith, James Black, Cyndi Pratt, Matt Cassavant, Mike Bolduc, Jeff Barnum, and Josh Robbins are recommended to be appointed to the committee.
- ii. Vote
 1. Bring it back to the full board next week.

7. No Meeting in May

8. Next Mtg. June 4, 2024

9. Adjourned at 5:47PM

10. Future Agenda Items

- ESSER Update
- Ten-Year Plan Updates
- Potential savings on heat and electrical costs at:
 - CCHS
 - CBS