

Operations Committee

Agenda Minutes

February 6, 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, Carol Coles, Janice David, Wayne Kinney

Other Board Members present: Jeff Barnum

Staff: Christian Elkington, Monique Poulin, James Black

Other staff present: Joel Smith

1. Call Meeting to Order - Chair Erb
 - a. The meeting was called to order at 5:00.
2. Review [minutes](#) from the last meeting - Chair Erb
 - a. Questions?
 - i. None
3. Updates - Black
 - a. [Operations & Maintenance Spreadsheet](#)
 - i. Progress-January summary was reviewed.
 1. MBC-Prepped for MBHS and FCTEC programming moves as Central Office has moved to Holman House; carpeting will be installed over February break in a couple of classroom spaces.
 2. MBMS-Doors replaced due to rusting with security being a priority; pump was repaired to take care of a leak in part of the fire suppression system; parking lot lights repaired.
 3. CBS-Annual maintenance
 4. Mallett-Updates for PK programming will take place.
 5. CCHS-Kitchen Roof Extension will take place in the near future. TV screens for projection have been installed.
 6. AHS-Gym door is fixed to keep out cold and snow but will be replaced (waiting for new door/two months); downstairs door has been replaced.
 7. Cushing-Annual maintenance

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8. Adult Education-Drinking fountain has been installed; changing entry for safety purposes now that the heating system has been addressed.
9. Bus Garage-Lost a compressor and a new one has been installed. Exterior door will be replaced per the budget soon.
- ii. Funds are reallocated as needs arise and priorities change. We have a reserve account in the event of a major issue.
- iii. Looking to lock in pricing for fuel. LPG will be locked in with a 7% reduction. Helpful for budgeting.
- iv. Are there Heat Pumps in the district?
There are some large ones. We will maintain alternate sources of heat (beyond heat pumps) for when the temps drop.
- v. Question about savings?
 1. We have not done any major review of spending differences.
- vi. James has adjusted the spreadsheet to differentiate between the different categories of funding and the priorities of the building assessments.
 1. The priority list will be reviewed and approved by the board as part of the budget process.
- vii. COPS Grant is a go and has funds assigned to us for door replacement.
- viii. Mallett-Parapet wall replacement will be a significant cost.
- ix. MBC-Resurfacing track is a need and should have started a reserve over the years. We will need to look toward adding to a reserve account.
- x. A committee will be formed to look at the environmental assessment of the turf field materials. This will be a six member committee, to include two board members.
 1. What is in the fill that we currently have and what will we do with it?
 - a. The concern is that the field is on clay which does not drain well, also the materials used, and where will the old materials go? The committee will look at this information. It will be important to clarify the objective of the group.
- xi. Questions
 1. Several were asked throughout and are incorporated above.
- b. 23-24 Budget Update
 - i. How are we doing?

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1. There have been no major expenditures to throw the budget off.
- c. Ten Year Plan - Black
 - i. [Building Assessments](#)
 1. Questions?
 - ii. 10 Yr. Plan
 1. Update
 2. [Projects already completed](#)
 - a. Questions
 - i. Will need to see a more formalized plan in the coming months.
 - iii. Budget next steps?
 1. Year 1 does not look like there will be any large expenses.
 2. Will need to look at a bond option in the foreseeable future.
- d. Holman House - Black
 - i. Progress
 1. Move
 - a. Review
 - i. The staff is in!
 - ii. Phones will be up and running next week.
 - iii. HVAC for the second floor is complete and the first floor will be completed in the next week.
 - iv. Building has been rekeyed.
 - v. We are carpeting hallways with leftover carpet from other district projects.
 - b. Questions
 - i. Are we within budget?
 1. There are more ESSER funds that won't be spent on some projects and so some funds are being moved for items we would have delayed at the HH.
 - c. [New District Office Sign](#)
 - i. [Town of Farmington Sign Ordinance](#)
 - ii. [Permit Application](#)
 1. This is all in the works.
 2. Other
4. Community Concept code upgrades - Black
 - a. Review/Progress

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- i. Fire Marshall rules are different for pre-K students in programs not run by RSU #9 and the interpretations of the expectations can vary.
 - ii. There is a long list of upgrades that have been addressed over the past four or five months. This is still in progress.
 - iii. Questions?
 - b. Next steps?
 - i. Questions?
- 5. [Power outage and generator support](#) - Black
 - a. What runs at which schools when there is a power outage?
 - i. We are updating the list we have.
 - ii. We are working to ensure all vital services are on generator power (to include phones and elevators).
 - iii. We are going to need to assess the capacity of our generators in the future in order to keep schools open when the power is out.
 - iv. There were discussions about the types of generators that should be considered in the future.
 - 1. We need to look at gas or solar.
 - v. Cushing does not have a generator, but the students go to AHS if necessary.
 - b. Elevator Issue at CCHS
 - i. Review
 - 1. We had an issue with an elevator when power was lost. Two students were stuck. Fire dept was helpful. Power came back before we had to pull them out by way of the ceiling. The kids were great!
 - ii. Questions
- 6. Next Mtg. March 5, 2024
- 7. Adjourned at 5:49
- 8. Future Agenda Items