

**OPERATIONS COMMITTEE MEETING
MAY 1, 2012
BUILDINGS & GROUNDS OFFICE**

MINUTES

Committee Members Present: Scott Amo, Superintendent of Schools
Mary Blaine, School Business Executive
Leonard King, Board Member
Richard LaVigne, Board Member
Dan Noonan, Superintendent of Buildings & Grounds
Steve Trombley, Board Member

Visitors: Steve Gratton, Committee Member Dodge Library
Monica Chamber, Committee Member Dodge Library

Board Member Leonard King called the meeting to order at 4:02 p.m.

Topics of Discussion were as follows:

West Chazy Elementary School/Dodge Library

Mr. Amo opened discussion with the Dodge Library Representatives. Mr. Amo questioned what the Library's interests were in the short term and long term in regards to maintaining the facility. The Members of the Dodge Library Committee expressed interest in developing a plan of action that would bring closure to the current undefined status of the relationship between the District and the Dodge Library.

Mr. Gratton suggested the option to buy the Dodge Library and spoke to the fact that the foundation is being in part supported by the taxpayers of the Town of Chazy.

Mr. King stated that the water supply and sanitary drain lines serving the Dodge Library were connected to the West Chazy Elementary School (WCES) and that if the WCES was to be sold by the District, the Dodge Library could be without those services.

There followed brief discussion about the possibility of the Dodge Library utilizing the land area where the WCES playground equipment currently is located to have a well drilled and a septic system installed. The Board of Education Operation Committee Members related that they had no interest in parting with the property, due to the fact that it may be an asset to the WCES as they attempt to market it. Mr. Gratton inquired what it would take in order for the Dodge Library to purchase the WCES. Mary Blaine stated that the WCES could only be sold at market value, and that the District would have to adhere to the established Board of Education/State policy that speaks to such matters.

Mary Blaine departed the Operations Committee Meeting at approximately 4:35 p.m. following a short briefing with Mr. Amo about what she had to present on one of the upcoming topics of discussion.

Mr. LaVigne stated that the Dodge Library may explore the option of maintaining the current service with the new owner of the WCES in the event that the building was sold. He also stated that the District would give all possible preference to any potential buyer of the property that made agreement with the Dodge Library for the shared services.

Mr. Amo announced that there had been some interest from a local business in the WCES, although no details of what kind of agreement had been discussed. He further stated that it was his opinion that the District had no interest in making any investments into the property in order to entice potential buyers or leases. Mr. Amo advised the Members of the Dodge Library that he would keep them informed of any developments pertaining to the status of the WCES.

The Board of Education Operations Committee Members were in agreement that the WCES would be marketed to sell.

The Dodge Library Committee Members departed the Building and Grounds Office at the conclusion of this topic at approximately 4:45 p.m.

Establishing Control for the Entry into Outdoor Athletic Event

Mr. LaVigne tabled the topic of the possibility of enhancing the control of entry to football games by installing more fencing in order to increase the revenue that is collected from the spectators that can current elude to points of ticket sales. He suggested that more fencing be installed to direct the flow of pedestrians toward the ticket sales booths, making them the only accessible point of entry to the events. Mr. LaVigne stated that he had witnessed spectators gaining entry to the events from various directions without paying, and he felt that resulted in lost potential revenue.

There followed general discussion about the number of ticket booths and the location of the booths. It was stated that there are currently two booths, one placed on the home side of the field, with the other on the visitor's side. It was also mentioned that there had been one ticket booth placed on the north end of the football field years ago, and that the placement had been discontinued due to the lack of ticket sales at that point. Mr. Trombley asked Mr. Noonan whether there was still a third ticket booth available, and Mr. Noonan stated that there may be although he was not sure.

Mr. Trombley stated that he felt that the cost of installing additional fencing would outweigh the revenue gained.

Mr. LaVigne suggested assigning ticket takers to the locations that he had identified as alternative entry points. Mr. Trombley responded to that suggestion by stating that it would require additional control of cash boxes and that he was not sure on the

practicality. He also stated that there were only three home games scheduled this upcoming season.

There was no resolution made by the Board of Education Operations Committee Members regarding additional fencing or ticket booths.

Discussion Regarding the Need to Resurface the Outside Track

Discussion was initiated regarding the need to have the Outside Track evaluated in order to determine what maintenance needed to be completed.

Mr. King stated that he had expressed concerns over the track condition in the past and that some action had to be taken to maintain it.

Mr. Noonan stated that he had made contact with a track/court resurfacing/installer company from Vermont earlier in the month of April, and that he was waiting for a date from the company representative to meet and discuss with him what their recommendations were in regards to the District's track. Mr. Noonan further stated that he had obtained information from the Saranac Central School District regarding what it had cost them to resurface their track recently. He stated that the cost resurfacing of the Saranac track was said to be in the neighborhood of \$67,000.

Mr. Noonan also stated that he had been contacted by the track coach (Gary Phillips) with concerns about losing the lines on the track. Mr. Phillips stated that once the lines were lost, the new lines would require to be recertified prior to any events. Mr. Noonan stated that he had contacted a local line painter, whom would be preparing an estimate on what it would cost to reline the existing surface. The estimate would be presented within a week. Mr. Noonan stated that Mr. Phillips had also informed him that there was a loose piece of track surface in lane one that required immediate repair, and that he had informed Mr. Phillips that the Maintenance Staff could make a small repair with the remaining repair kit that had been previously used to make track repair once the weather warmed up enough.

There was discussion among Mr. Amo and the Board of Education Operations Committee Members regarding how the maintenance of the track could be funded. Mr. Trombley stated that he felt that something would have to be done prior to the next season, as long as, the track season could be completed as the track currently is. Mr. Noonan was requested to contact several companies specializing in track resurfacing in order to acquire maintenance recommendations and cost estimates of said recommendations.

All Board of Education Operations Committee Members expressed interest in having the evaluation completed by "experts" prior to making any decision on what actions to take.

Discussions Regarding the EXCEL Phase II Project

Mr. Noonan initiated discussion regarding the current status of the proposed Capital schedule. He stated that KAS Environmental Consulting was still working on the design for the environmental portion of the project and that it was expected to be completed within the week. Mr. Noonan reiterated to the Operations Committee that it was understood that the environmental design was the only piece that needed to be completed prior to submitting the “current” proposed project to NYSED for approval.

Mr. Noonan further reiterated that due to the known timeframe setbacks associated with the environmental portion, the Operation Committee may be required to reevaluate the previous scope items that were chosen to be completed in order to increase the possibility of those chosen items to be completed within the timeframe that they will have to be completed in attempts to minimize disruptions to the normal operation of classes in the fall as the students return.

Mr. Noonan also stated that there had been new information from the Business Office in regards to when the project had to be completed in order to have all the financial information presented to Fiscal Advisors. He stated that Fiscal Advisors had recently informed the District’s Business Office that they would be requiring all documentation no later than in February 2013 and that set precedence on how much work could be completed by the deadline as well as minimizing work in student occupied spaces while school was in session.

Mr. Noonan stated that as soon as the environmental design was completed and presented to Tetra Tech Architects, Tetra Tech would be able to provide an updated project timetable and an update project scope schedule. The updated project timetable would be of assistance in determining what items could be completed within the fiscal timetable. He also mentioned that the Operations committee had shown interest in adding the abatement of the recently discovered ACBM ceiling tiles to the updated scope of the project and that something on the original scope list would have to be possibly removed to fall within the established spending limit of the project.

The Operations committee reviewed the original scope items and agreed to the possible removal of the second egress work in the Middle School locker room in order to potentially include the ACBM ceiling tile abatement. Mr. Trombley stated that he would be contacting the local Building Codes Official with inquiry regarding validating the need for a second egress at that location.

All proposed scope change contingent on revised timetable, SED approval and available funding.

Additional Items Discussed

Sale of the Old Auxiliary 35kw Onan Generator:

Mr. Noonan informed the Operations Committee that the 35 kw Onan Generator that had once been located in the Boiler Room at the Main Building and that had been removed in a prior project was still under cover down behind the Bus Garage. He questioned if the District was interested in advertising the unit for sale. Mr. Noonan stated that he did not have any knowledge of the working condition of the generator, but felt that it still had to have some value other than scrap.

The Board of Education Operations Committee Members agreed that the generator should be put up for sale, utilizing the Board of Education guidelines for proper disposal of District property.

Sale of the Tow Truck Located at the Bus Garage:

Mr. Amo brought to the table the fact that the big old tow truck that had been used in the distance past by the Transportation Department was no longer used and offered the suggestion that the truck also be sold as per Board of Education disposal of District property.

The Board of Education Operations Committee Members were in agreement to put the truck up for sale.

Meeting was adjourned at 6:45 p.m.

Respectfully Submitted By:
Daniel E. Noonan
Superintendent of Buildings & Grounds