

## **Operations Committee Meeting**

**Time: July 20, 2016**

**Location: District Offices**

### **Minutes**

Attendance: Dan Mannix, Superintendent - BCSD  
Mary LaValley Blaine, School Business Executive - BCSD  
Dan Noonan, Director of Facilities – BCSD  
Josh Nolan, Building Maintenance Mechanic - BCSD  
Justin Gardner, HS Principal - BCSD  
Greg Myers, Head Teacher and Athletic Coordinator - BCSD  
Michael Hagadorn, Board of Education Member - BCSD  
Pauline Stone, Board of Education Member – BCSD  
Jason Marsh, Board of Education Member – BCSD  
Garrett Hamlin, Tetra Tech Architects and Engineers  
Jim Bouffard, Tetra Tech Architects and Engineers

Michael Hagadorn called the meeting to order at: 4:38 p.m.

#### *1) Capital Project Update*

The Superintendent reviewed the 4 cornerstones of the Capital Project as identified and represented by four (4) sub-committees. Garrett Hamlin reviewed the preliminary project scope.

#### *2) Sub-Committee Recommendations*

- a) Bus Garage Improvements Sub-Committee (\$1 Million)
  - School Business Executive Blaine provides recommendations

##### Bus Garage Improvements Subcommittee

- Roof replacement
- Water supply lines (buried between main campus/bus garage)
- Fire safety system
- Gasoline fuel tanks – above ground storage/dispensing AST
- Upgrade Electrical AMP service from 400KW to 1200KW

#### b) Parking Lot/Safety Sub-Committee (\$1.5 Million)

- Superintendent Mannix provides recommendations

##### Parking Lot & Traffic Safety

- Main Campus entry/exit expanded from 2 lanes to 3 lanes, with 1 entry lane and 2 exit lanes (1 turning left, 1 turning right)
- Redesign traffic flow, separating Bus traffic from personal vehicle traffic and pedestrian traffic, including designated student drop off areas, pedestrian walking areas with designated walkways, fencing, sidewalks, curbing, paving as determined beneficial to promote safety

- c) PE/Wellness/Interscholastic Sub-Committee (\$3.5 Million)
- Board Member Michael Hagadorn provides recommendations

PE/Wellness/Interscholastic Subcommittee

- Maximize existing campus green space for physical education, wellness and athletic field access, minimizing the need for students to travel from or leave campus for practices or games to the extent possible
- Improve the conditions and use of existing field structures
- Modify existing track configuration to expand use within the interior field of track and Consider various turf options, again to maximize use (considering our long seasons of inclement weather and restrictive use of natural turf)
- Evaluate the possibility of lighting at Field areas and maybe ask volunteer groups and the booster clubs to fund raise to provide the local share cost for this feature
- Inclusion of tennis courts within the configuration and design to maximize fields use
- Provide a design which lends itself to future improvements

- d) Educational/Facilities Sub-Committee to Educational Space (\$12 Million)
- Principal Gardner provides recommendations

Educational Spaces Subcommittee

MSHS

Large Group Instruction (LGI)

- Project Based Learning (PBL), Parents Meetings, Guest Speakers, Professional Development (PD), Interdisciplinary Projects
- Further work needed to finalize details of the space (dividers, colors, tables)

Library Upgrades

- Similar to ramp space in LGI
- Upgrading seating and colors to modernize space

Auditorium

- Lighting Upgrades
- Improvements to wood finishing

Science Rooms

- Increasing rooms (1-2) that are equipped for science labs

Technology Lab

- Modern tech lab to replace the one displaced by LGI

BES

Cafeteria & Gym

- Creation of separate spaces designated as permanent cafeteria and gymnasium.
- Modern features of this space would be visible to all that enter elementary entrance.

#### Special Education Room

- Upstairs special education room relocated downstairs. Upstairs room can now be repurposed into multiple classrooms.

#### CHES

##### Gymnasium

- Drop-down projection screen
- Partial replacement of gym dividers

##### Technology Lab

- Computer lab next to library converted into technology lab

#### All Buildings

- Safety upgrade to elevators
- Possibly installing swipe card entry to all doors
- Decision to purchase atomic clocks instead of hard wired clocks

3) Capital Project Advisory Committee (CPAC)

The Superintendent stated we will continue to listen and inform stakeholders throughout the process. The district will solicit responses and participation.

4) EPC Project Update

NYSED is reviewing the project.

5) Capital Outlay Project Update

Bus Garage lift plan submitted to SED for a level one review process on 7/18/16.

6) RFP's

Discussion of RFP's received for surveying and wetlands work and authorization to move forward with Bolton Landing & Chazen Companies.

BCSD requested updated cost estimates from Tetra Tech based upon sub-committees recommendations.

Subsequent meeting to be scheduled for mid to late August.

The committee determined a presentation should be made at the 8/9/16 BOE meeting to provide an update to the full Board and Community with Fiscal Advisors and Tetra Tech participating.

The meeting was adjourned at 6:30 pm.

Respectfully Submitted,  
Mary LaValley Blaine  
School Business Executive