

**Operations Committee Meeting
May 17, 2012
Buildings & Grounds Office**

MINUTES

Committee Members Present: Scott Amo, Superintendent of Schools
Leonard King, Board Member
Richard LaVigne, Board Member
Steve Trombley, Board Member
Dan Noonan, Superintendent of Buildings and Grounds

Visitors: Garrett Hamlin, Tetra Tech
Iris Wills, Tetra Tech

Superintendent Scott Amo called the meeting to order at 4:15 p.m.

Topics of Discussion were as follows:

Emergency Response Site

Mr. Amo informed the Operations Committee Members that he had received a request from the Clinton County Legislative Office to use the Beekmantown Central School District as an emergency response site during a declared disaster or state of emergency.

Mr. Amo stated that Clinton County was updating its Comprehensive Emergency Response Plan for public health emergencies, and there was a need to establish potential sites for mass public health services.

Such Places needed to be centrally located, handicapped accessible, accessible for supply movement and have adequate parking and security potential.

In such situations our facility would immediately suspend routine activity for the purpose of mass vaccinations, prescription distribution, sheltering, or similar activities that may be necessary for the county to provide to residents in response to protecting and preserving the public's health and safety at the site.

There was a general agreement among the Board Members present that the request from the county for the use of the District's facilities be granted.

Current Status of the Proposed EXCEL Phase II Project

Mr. Amo initiated discussion with the Operation Committee Members regarding the current status of the project. He expressed the Districts desire to complete the proposed project scope items that had been previously decided at the last Operations Committee Meeting.

Mr. Amo acknowledged the fact that due to unforeseen setbacks relative to the environmental component, the projects intended schedule/scope of work may have to be altered in order to facilitate any possibility of completion prior to the timeframe of final completion that had been implied by Fiscal Advisor.

Mr. Hamlin presented an updated proposed project schedule, meeting Agenda and a revised Phase II Project Scope to the Operations Committee. Mr. Hamlin stated that the SED review time was expected to take as much as fourteen weeks, with bid/award date of October/November 2012.

Mr. Hamlin stated that they had received the environmental documents, although there was additional information that was still needed. He stated that Tetra Tech's work is complete and there are only a few small details to be completed prior to SED submission of the project design and document. He further stated that they had brought with them documents that the District would have to complete and return prior to the submission.

Mr. Hamlin expressed that he felt that there was no possibility of completing the proposed scope prior to the building being reoccupied by the student population following summer break.

Mr. Hamlin questioned the possibility of postponing the start of construction until next summer. Mr. Amo explained that the District was not interested in incurring any additional cost of financing the project. He further explained that the District had been advised by Fiscal Advisors that there would be additional costs associated in conversion of existing BAN's to long term bonding if it could not be completed one time. Mr. Hamlin spoke to exploring the possibility of one bond that would include the proposed project prior to completion.

Mr. King questioned if any work could be completed prior to current final completion date. Mr. Hamlin elaborated on all increase cost of construction during times of school being in session. He stated that there would be increased cost associated over time/weekend work for the contractors, that there would be more work involved for the contractors in preparing the work sites to ensure separation from the school occupants, that there were requirements for maintaining work sites during school sessions and that there would also be increase cost associated with the modifications to the project design that would have to be made in order to do construction while school was student occupied.

Mr. King further questioned if the contractor bidding would be better for fall work verses summer work and if there was a significant cost saving. He stated that may be the difference would offset the other associated cost increased that Mr. Hamlin had stated. Mr. Hamlin agreed that there was that possibility of an offset.

Mr. Hamlin expressed his concerns over the need to complete the chlorination as directed by the Clinton County Health Department. He stated that the District may want to take a proactive approach and contact the Clinton County Health Department to inform them of the project status. Mr. Noonan stated that he had received notification from the Clinton County Health Department only a short time ago that they had completed the review of chlorination design that had been provided by Tetra Tech and that he had received a chlorination waiver. Mr. Noonan stated that he was aware that the Clinton County Health Department should be contacted and assumed that they may be aware of the current project status since they just completed the design review.

Mr. Hamlin also talked about the current operational status of the Auditorium Lighting Control and the Chiller. Mr. Noonan explained that the District had temporary power to both the lighting control and the Chiller completed, known that there was a possibility that the project schedule would not be met.

Mr. Hamlin reviewed the proposed project scope items and assigned approximate timeframes for completion of each. There was general discussion regarding what pieces of the project that could be completed during student occupied times and the possibility of disruptions to staff and student activities.

The Operations Committee had extended discussion regarding the need for a second egress from the Middle School Locker Room. Upon completion of the discussion, it was agreed that the scope item would be submitted as designed, although an alternative design would be explored. It was the consensus of the Operations Committee that the second egresses, not exit to the outside of the building, if possible.

There was a dialogue between Mr. Hamlin, Board of Education Members and Mr. Amo regarding the cost of changes in designs and additional services that would need to be provided and that had been provided. Mr. Hamlin explained why he felt that the additional charges were inline with examples of the work that had been completed. It was agreed that the Board of Education would discuss the additional cost that had been incurred with the full board.

Upon conclusion of the meeting with Mr. Hamlin, Mrs. Willis and the Operations Committee Members, it was decided that the proposed Phase II Project Design would be submitted no later than May 25th to the SED as is and changes would be explored during the SED review and potentially made as addendum. Mr. Hamlin and Mr. Amo agreed to hold a telephone conference with Fiscal Advisors to clarify the BAN to Bonding concerns that Mr. Hamlin had brought forward. Mr. Noonan stated that he would forward the environmental survey information to Tetra Tech as requested.

Tetra Tech representatives departed the meeting at 6:05 p.m.

Meeting was adjourned at 6:10 p.m.

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