

Meeting Minutes

Subject	Facilities Committee	Date	10/19/23
Facilitator	Timothy Holmes	Time	6:00 – 7:00
Location	High School Media Center	Scribe	Linda Roman

Attendees	<p>Members Present: Dory Masefield-Chair, Bill Fanos</p> <p>Members Absent: Bob Howe</p> <p>Others Present: Than Harrington, Timothy Holmes, David Leach, Keith Parsons, Linda Roman</p>
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KEY POINTS DISCUSSED

No.	Topic	Highlights
I.	Approval of 5/4/2023 Meeting Minutes	Meeting minutes from 5/4/23 have been approved.
II.	Capital Project Meeting (Than Harrington)	<p>Than Harrington - Capital/Federal Project update.</p> <p>-High School Field</p> <ul style="list-style-type: none"> • Additional Musco lighting is being added to the south side of the field event area. • A fence with privacy slats is being installed behind the bleachers. <p>Dr. Leach made a suggestion to look into placing mats in the areas of the field where the coaches and players stand on during the games. This would help prevent damage to the field from the players' cleats.</p> <p>High School Bathroom:</p> <ul style="list-style-type: none"> • Mechanical room floor and walls will be painted. • Due to contractor error, an area of block in the men's bathroom will need to be replaced. <p>High School Unit Ventilators:</p>

- All unit ventilators have been installed and are operational
- District employees are working to run electric across the roof to the condensers
- Some controls to units need completion
- Duct work and controls in the wrestling room need have been completed

High School Roof:

- Wrapping duct (EDPM) from roof top units
- Perimeter metal trim currently being worded on
- Skylights need to be installed
- Final Inspection is needed

High School Chiller

- Completed (by custodial loading dock)

High School Rooftop Units:

- Controls have been installed (cafeteria, serving line, and kitchen)
- Lobby – units need to be started and controls installed

High School Auditorium:

- New chiller is scheduled to arrive the end of November
- All other work is complete

Sanfordville Roof:

- Completed

Sanfordville Outdoor Bathrooms:

- Work continues

Middle School Outdoor Bathrooms:

- Work continues but has been set back due to the weather. Spoils that were to be used as fill are no good do to saturation from the excessive rain. Compaction needs to be at 95%- optimum moisture for compaction is about 7%. The spoils are between 13-18% moisture. Fresh dirt needs to be brought in to fill.

Park Windows

<p>III.</p>	<p>Security</p> <p>A. Sanfordville \$100k Project</p> <p>B. Park Ave School</p> <p>C. Interior Doors (District Wide)</p>	<ul style="list-style-type: none"> • Window film has been installed on all windows not being replaced • Door hardening will begin over holiday (door hardening consists of bullet resistant glass, new hardware and proximity readers on all the doors) • Windows due to arrive in December <p>District Wide Controls:</p> <ul style="list-style-type: none"> • 90% completed <p>Outdoor Classrooms</p> <ul style="list-style-type: none"> • Completed <p>Other Projects Completed:</p> <ul style="list-style-type: none"> • Park Emergency Water Project • Sanfordville Chiller • District Office Parking Lot <p>An internal meeting, to discuss security, was held on 10/5/23 (minutes were handed out) in attendance was Walter Beatty, Brian Shanahan of Altaris and Jack Eisenbach.</p> <p>This meeting was a preliminary discussion in reference to the hardening of interior and exterior doors within the District for enhanced security.</p> <p>Each year, for the last four years, the District does a small (\$100K) project.</p> <p>This year the \$100k project will go towards improving security at SES. Along with the \$100k, there is aid money available. Exterior doors get \$5k in Safe Act money and the cost to secure a door is approximately \$5k. SES has 22 exterior doors costing \$110k (the District will pay upfront and be reimbursed through the grant) this includes (11) courtyard doors which SED is considering exterior for this project. The other \$100k (District money) will go into improving door frames, lentsils, card readers and other enhancements where needed. This is only for exterior doors. If the District chooses to do interior doors down the road, it will include the updated glass, card swipes and hardwiring instead of batteries.</p>
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Jack Eisenbach has estimated it to cost approximately \$2500 each interior door. Mr. Holmes believes it will be closer to \$3k per interior door. Funding to do this project at SES would be \$165k from the Safe Act fund and \$100k from the General Fund for a total of \$265k.

Mr. Holmes referenced a letter from Jack Eisenbach stating some of the work to be done:

- Some door frames replaced
- Hardening all exterior doors
- Hardening all court yard doors
- All exterior doors will have proximity readers
- Lobby interior doors will be hardened
- Some windows will have security film
- Some exterior doors may need to be replaced

A committee member had questions on the hardening of the interior doors or is there something else that may be more effective. He referenced other Districts having a safety plan in place that incorporates a PA system, hitting a button & doors are locked, a way to isolate an active shooter, etc.

Dr. Leach said this is something that will need further review and discussion. Dr. Leach talked about an upcoming districtwide active shooter training and looking at what other Districts are doing.

There was a reference to the meeting minutes from the 10/5/23, Internal meeting, in which an error was recorded. Jack Eisenbach misquoted the number of doors in the District as 900. This has been recognized as an error and will be corrected. The District has over 500 interior doors (including bathrooms and closets) and 140 exterior doors.

Park Ave Door Hardening

- 15 doors
- Entrance and exits (vestibule will be on the next Capital Project)

Dr. Leach suggested going on site visits to different Districts that have already done upgrades to enhance their security. Altaris can guide us through a tour giving the

		<p>committee the opportunity to ask questions and get more information.</p> <p>Mr. Fanos asked if there was any feedback from the security firm in reference to our current practices and use of SRO's in the District and whether or not hardening the doors is needed due to the presence of SRO's</p> <p>Dr. Leach said the security team is impressed with what is currently in place but more needs to be done. Altaris has not yet completed the audit and will provide more feedback at that time.</p> <p>Mr. Holmes directed the committee to page 2 of the handouts. Based on estimated costs of \$1.9M the District would receive \$980k in Safe Act funds.</p> <p>Dr. Leach recommended having a meeting in the near future to have committee members meet with representatives from Altaris with the focus solely on security.</p> <p>Mr. Holmes referenced the District having \$2.1M in reserves. This gives the buying power of \$6.1M due to 63.8% in aid (correction from the 68.6% mentioned).</p> <p>\$1M being put into reserves this year, would provide the District with enough money to do \$8.5M next year. This does not include the additional aid from the state.</p> <p>IV. Building Condition Survey</p> <p>Building Condition Survey (5 Year Plan) looks at each building and determines what needs to be replaced or updated:</p> <ul style="list-style-type: none"> • Being done by Jack Eisenbach • This should be complete by January • It must be submitted to the state by March. <p>V. Capital Project Needs</p> <p>Roof Replacement</p> <ul style="list-style-type: none"> • District Office • Park Ave • Pine Island (we may get aid because this is being used as a school)
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ACTION PLAN

No.	Action Item(s)	Owner	Target Date
1.	Next Meeting	Susan Laroe	TBD
2.			
3.			

NEXT MEETING

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| | <ol style="list-style-type: none">1. Approval of Minutes2. Capital Project Update3. TBD |