

Colonial School District
District Operations
Facilities Management/Transportation Committee
Meeting Minutes
5/4/2012

Committee Chair Bernie Brady called the meeting to order at 7:32 AM.

Other Committee Members Present: Sue Moore, Kathy Oxberry, Mel Brodsky

Other Board Members Present: Alan Tabachnick

Also Attending: Dr. MaryEllen Gorodetzer, Superintendent; Terry R. Yemm, Director of Operations; Ms. Linda Doll, Community Resident

Public Comment on the Agenda: None

An update was provided on efforts to try to secure a cost reduction from our transportation contractor. The initial offer from our transportation contractor was to provide a 1% cost reduction in return for one additional year of service added on to the end of the contract. The districts counterproposal was to pay more of an increase than what is required for next year in return for letting us out of the contract early. The existing contract has an expiration date of 2016. Our transportation contractor has requested more time to reconsider their offer. Updates will be provided as received.

An update was provided to the committee on the natural gas conversion project. The project involves the installation of natural gas pipelines for the Ridge Park, Plymouth and Colonial Elementary Schools. Bids were opened on April 18, 2012. There were four bids ranging from a low of \$268,897 to a high of \$348,511. The Facilities Management Department is recommending the contract be awarded to the company that submitted the low bid. A recommendation to award contract will be forwarded to the school board for consideration at the May board meeting. If approved the contract will be awarded and the work will start in June. If all goes as planned the project will be completed in mid-August prior to the start of the school in September. With the completion of this project all seven schools will have the capability of using natural gas as the primary source for heating for next winter. Based on the current market the result will be substantial cost savings for the district for the foreseeable future.

The committee was apprised about an administrative regulation that will go into effect in mid-August. The regulation provides guidelines for indoor space temperatures. It provides the Facilities Management Department documented regulation to implement indoor temperatures which will help to alleviate environmental comfort complaints with regard to temperature. The temperatures will be consistent with policies of our peer institutions and with research performed by the American Society of Heating, Refrigeration and Air-Conditioning Engineers. The regulation supports the district's educational mission and commitment to environmental stewardship and the Presidents

Climate Commitment. The planned implementation of this regulation will be communicated to all staff during the month of May and June.

A copy of an insurance survey related to safety that was performed by School Claims Service was provided for committee review. This survey, conducted on April 3rd, is performed every three years. Recommendations were provided for consideration at five of our seven schools. The majority of the recommendations were minor in nature and a substantial portion of them have already been completed. Recommendations for upgrades to our bleachers at CMS and CES will require a substantial amount of time and material. A plan for completing these recommendations will be developed and provided to School Claims Service for their records. This plan will also be provided to the committee for review at a future meeting.

Information was provided to the committee regarding a proposal to retrofit the classroom and corridor lighting at several of our schools with a new type of lighting. The lighting being considered utilizes LED lamps. An LED lamp is a solid-state lamp that uses light emitting diodes as the source of light. A sample of the lighting proposed was installed at several of our K-3 schools. The existing lights that our schools utilize fluorescent tubes. When compared to the fluorescent tubes the LED lights provide a 55% reduction in energy use while providing an increase of 169% in light output. In addition, the life expectancy of the LED lamps is substantially greater than the fluorescent tubes. The estimated savings per K-3 school is approximately \$15,000 annually. The committee agreed that the concept was a good one. The next step is to work with the finance department in developing a plan for funding of the project and present this plan to the committee for consideration at a future meeting.

A plan to dispose of a pickup truck was provided for committee consideration. The pickup truck is a 1988 Ford with 76,000 miles on the odometer. Currently the pickup truck is out of inspection. The projected cost to pass inspection is approximately \$4200. This is far more than the value of the truck. The truck is only used periodically when other trucks are being inspected. As the truck is no longer needed and the amount of money required for the truck to pass inspection is substantial the committee agreed to move forward with disposal of the vehicle. Accordingly, a recommendation for disposal of the vehicle will be presented for Board consideration at the May Board meeting.

Information regarding a leak in the main water supply line at Whitemarsh Elementary was provided to the Committee. Over the last two years there have been three separate repairs required for the water main. The first leak was in 2010, the other two leaks occurred in January of this year. The leak was repaired during the spring break. Based upon the concerns with multiple leaks over short period of time the water meter will be checked on a daily basis for an extended period of time to make sure that we do not have any additional leaks.

A meeting was scheduled during the spring break to finalize the application process for the permit for the electronic sign for PWHS. All issues were resolved and the sign was

ordered. The anticipated delivery date of the new sign is the first week of June. The sign will be installed by members of the maintenance department.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mr. Brady adjourned the meeting at approximately 8:34 AM.

Respectfully submitted,

Terry R. Yemm
Director of Operations