

Town Of Longmeadow, MA
Capital Planning Committee
Meeting Minutes
November 20, 2003

The capital planning committee met on November 20, 2003 to review the capital requests from the school department. The meeting was called to order at 7:00 PM. In attendance were:

Mr. Richard Uss	Mr. Steven Gelling	Mr. Roger Wojcik
Mr. Mark Gold	Mr. Michael Giampietro	Mr. William Engelberger

Also joining the meeting were the follow representatives of the School Department:

Ms. Mary Ryan-Kusiak - School Board Chairperson
Dr. Thomas McGarry - Superintendent of Schools
Mr. Fran Beaudreau - Supervisor of Maintenance
Mr. Steven Nembirkow - Director of Business Services

Dr. McGarry began the meeting by reviewing the "tenor" of the School department capital requests. He stated that the school committee understands the limit of the available capital funds, but submitted requests totaling \$853,800 for this year in order to document the school department's response to system requirements, focusing on the accreditation audit.

Mr. Nembirkow then led a review of the fifteen items requested for capital funding. He began the discussion by distributing MIIA's (Insurance carrier) audit their of department-wide safety audit. Several of the items highlighted by this audit require capital expenditures to appropriately address.

Item SD-1: Handicap accessibility: Request \$27,500:

This request is for system wide improvements, not the high school Focus this year would be on accessibility to the Glenbrook building, especially a ramp and front door. The current front door closers are entombed in concrete and are not repairable. This would upgrade broken door closers with handicap accessibility systems. Also under consideration is the student entrance to the high school.

Item SD-2: LHS Music lab air ventilation: Request \$25,000

The music lab is the old arts & Crafts storage room. There is no ventilation in this room that has computers. This request covers the installation of a roof-top unit to supply heat and A/C to three rooms. Cost break-down is \$18K for unit, balance for roof repair work (to maintain warrantee) and electricals.

Item SD-3: '74 Wing Masonry Work: Request \$60,000

This request is to provide funds to repair the wall system of the pools. Water seepage resulting appears to be the cause of this problem.

Item SD-4: LHS Doors and Window replacements: Request - \$258,200

This request represents the balance of the door and window replacements of LHS. It is understood that breaking this project into three or four smaller packages will increase the total price but the committee requested that this be divided into two or three projects so that the committee can consider funding at some level below this total.

Item SD-5: Williams Sidewalk: Request - \$62,000

This request is to cover the replacement of the sidewalk from Williams street to and around WMS. Minor repairs have been made (with the help of DPW) in the past few years, but frost heaves continue, and plowing also breaks up the repaired areas. There have been several "incidents" in the past year due to trips and falls. The committee asked if this item could not be added to the DPW list of sidewalks that are improved each year using State funding.

Item SD-6: Williams Doors: Request \$109,950

This item has appeared on the list for the past several years. These are the 1959 doors of the building that need replacement. The request includes the replacement of 6 exterior and four courtyard entrances. The "front door" is itself six separate doors. The committee requested that this be divided into several smaller projects so that funding can be more appropriately considered.

Item SD-7: LHS Lockers Gym / Pool: Request \$60,000

This is a new request this year. These are the Gymnasium and Pool locker rooms, that were built in the 1950's and in 1973. Total of four locker rooms (2-Girl's, 2-Boy's). The Girl's Gym locker room is the first priority.

Item SD-8: LHS Art/English AC: Request \$95,000

This is the third successive year funding has been requested for this system. This is a roof-top A/C unit that is over 40 years old. It is estimated that it will cost between \$5K and \$7K to get this unit running next summer.

Item SD-9: Glenbrook School Boiler #2: Request \$60,000

Boiler #1 was installed several years ago when it was relocated from the high school. The boiler of concern is an original boiler that does not operate routinely. There are problems running it (often does not start) that puts a burden on the other boiler. Both boilers need to run if the outside temperature is below 10 deg. F. The problem appears to be with the boiler box (refractory) which is mechanically failing. This unit also has asbestos on it, so the replacement cost includes asbestos abatement. Since it is expected that a boiler replacement would be a significant operating cost reduction, the committee and school department members discussed the possibility of using financing from the LPVEC with pay-back from the school department operating budget.

Item SD-10: Glenbrook MS Asbestos Abatement: Request: \$104,000

Item SD-11: Williams MS Asbestos Abatement: Request: \$71,500

Item SD-12: High School Asbestos Abatement: Request: \$50,000

These three items were discussed as a group. The requested amount would complete the asbestos abatement at the two middle schools and only be a portion of the estimated \$400K to \$600K needed to abate all the asbestos in the high school. The current asbestos situation is being managed as required by law (notifications, etc.) but the removal of all asbestos would reduce the complexity of maintenance operations.

Item SD-13: LHS Team Locker room: Request \$66,000

This is the football locker room / weight room / showers. The room is original to the school and many of the lockers are in poor condition.

Item SD-14: Glenbrook / Williams parking lot resurfacing: Request \$77,000
These parking areas are badly frost damaged. Storm drains and basins are also sinking. The question arose if the DPW funds could assist with these repairs.

Item SD-15: Center School Energy Management: Request: \$85,000
This request is to replace the seven year old Johnson Controls system with the Yankee Energy Management system that was installed in Blueberry and Wolf Swamp schools. The Johnson system requires a very expensive service contract and is the software systems in not use. Also, parts are not generally available for the Johnson system.

Last year appropriations updates:

Lockers in Music area: Installed and having expected improvement in security and egress

Handicap accessibility: Bathrooms and water coolers were upgraded

Windows and doors: Updated estimate is \$47,913 and work is planned for completion before

this heating season gets into full swing.

Computer Network: Wireless network system was installed in the open space.

Other Discussions:

It was noted that Park & Rec proposed the appropriation of money for a stake body truck for joint use with the school department. The cost was substantially more than last year's request by the school department (\$52,000 vs. \$32,000). The need for this truck remains. One result of not having a lift gate equipped truck is that the department is now ordering snow melting chemical in more expensive 50 lb. bags instead of 100 lb bins because they cannot move the larger bins from central receiving to each school.

It was noted that the five year requests from the School Department total \$3.2 million (plus other items listed but not estimated). Alternative methods for funding maintenance items in school facilities need to be identified.

The next meeting has been reschedule to Thursday, December 4th in the School Committee Meeting Room. Reviews will be with the DPW and the Park & Rec Department.

Regards,

Mark Gold
Chairman, Capital Planning