

## Capital Project Committee Meeting Minutes

Monday, February 5, 2018

**Members present:** Brad Almeter, David Barber, Michelle Barber, Kelly Beitz, Paul Clark, Chris Day, Doug Ewert, Norbert Fuest, Brian Fugle, Candy George, Amanda Hofheins, Mike Jansma, Donna Kozlowski, John Librock, Ralph Marvin, Meaghan Matuszak, Eric Romesser, Jodi Rudgers, Becky Sphar, Melanie Toland-George, Kris Wicks **Not present:** Jeff Cusmano, Josh Audsley, Paul Hedin (CPL), Karen Moon **Also in attendance:** Steve Thorsell (CPL)

- Mrs. Matuszak called the meeting to order at 6:00 pm.
- Results of the Building Condition Survey
  - Mr. Barber gave some background information on this survey that is done every five years and mandated by NYSED. The one we have now was started in 2015. The architects and engineers evaluate every system in the campus such as the parking lots, foundations, infrastructures, and roofs. Everything gets a rating, evaluation, and a useful life assessment. From this report, a district prioritizes greatest needs. Health and safety always gets priority and then the rest of the items are presented to NYSED as prioritized needs.
  - The committee was presented with a spreadsheet for each building. Some items have been addressed or there are already plans to do such. The items on this report are maintenance only and include the following:
    - HS/MS: roofs, HVAC units, sewer drain lines, electrical equipment upgrades, lighting protection upgrades, hot water system modifications, floor repairs, sidewalk repair, entrance enhancements, and asbestos abatement
    - Elementary: roofs, HVAC units, lighting upgrade, electrical repairs, floor replacement, sidewalk repair, sound absorbing panels in the gym, parking lot lighting, food service renovation
    - Action Item: a committee member asked about the possibility to include A/C for all the gyms. Another member asked that we consider climate controlled classrooms in the elementary
    - Notes from the discussion- when we consider modifications to the cafeteria, we should keep in mind that it is a multi-purpose room and used by other groups with various setups.

- Agricultural Program Needs
  - The current location of the Ag classroom is ideal because both the Middle School and High School Students can easily access the space. The program currently has two courses in the High School and two courses in the Middle School. The Board of Education has committed to continue to support the program. The plan for next year is to include an additional High School course and an exploratory 6<sup>th</sup> grade portion. The district has also been awarded a grant and plans to build a high tunnel green house with easy access to the Ag classroom. Students currently tap maple trees on property and are learning the various methods.
  - The areas that need to be addressed in order to meet more of the needs of the growing the program are:
    - Animal science needs a better space to bring animals in temporarily
    - Space that can accommodate larger class sizes
  - The proposed plan would include:
    - Extending the exterior wall of the current “Ag lab” and extending the interior wall of the Ag Classroom adding over 800 total square feet of space
  - A Committee Member inquired about extending the Family & Consumer Sciences kitchen on the opposite wall of the proposed extension. The only option would be to increase the size of that classroom (due to egress and natural light windows) and since that space is currently meeting the needs of the program, it was determined to leave that space as is.
  - Mrs. Barber was asked about whether these plans would be sufficient for the growth of the program. She felt that with a one teacher Ag Program, this plan would be sufficient. Mr. Barber explained that we should build the program in steps that make sense for us.
  
- Land Purchase Update
  - Mrs. Matuszak and Mr. Thompson spoke with the land owner and while the land is not currently listed for sale, he is interested in selling to the school. They will be presenting to the Board of Education and will keep the committee updated.
  - Mr. Barber explained that we had the survey of that property and had it remarked last week. He wants to have a clear explanation of where the wetlands are and have it evaluated. The process could include hiring a consultant to come in and do a thorough evaluation of the land and delineate any wetland. Mr. Barber is requesting the Board of Education to approve this evaluation.

- Construction Manager Request for Proposal Update
  - Mrs. Matuszak is still reviewing the contract for overlapping services. Once the review process is completed, it will be distributed for proposals and the interview process will begin.
  
- Administrative Office including CSE
  - The plan to include the CSE offices in the relocation of the Administrative Offices to the North Wing of the high school. This would allow parents attending CSE meetings to enter in through the private entrance that the Administrative Offices would be using.
  - Action Item: the committee inquired on including the School Psychologist in this proposed location. Mr. Barber will look into this and discuss with her and update us at the next meeting.
  
- At the next meeting, we will discuss the maintenance garage/storage needs, revised parking lot designs based on committee's recommendations, and the athletic facility.
  
- Next meeting is February 26<sup>th</sup>, 2018 at 6:00 pm in the High School Library
  
- Meeting concluded