

MINUTES
CAPITAL OUTLAY COMMITTEE
December 8, 2022

Members Present

Chair:	William Heitin
Select Board:	Hanna Switekowski, Emily E. Smith-Lee, Kiana Pierre-Louis, Alternate
Finance Committee:	Ann Keitner, Anja Bernier, Jada Wang
Planning Board:	Rob Maidman, David Blaszkowsky
School Committee:	Adam Shain, Wenxiao Tiano
Town Administrator:	Frederic Turkington, Jr.
Finance Director:	Krishan Gupta

Members Absent

School Committee:	Prisnel Dominique, Alternate
Planning Board:	Shannon McLaughlin, Alternate

Others Present

School Department:	Ellen Whittemore, Business Manager Dr. Peter Botelho, Superintendent
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Administrative Items

The meeting of the Capital Outlay Committee was called to order on Zoom at 7:00 pm by Chair, William Heitin.

MOTION: (Keitner - Blaszkowsky) To approve the minutes of February 2, 2022; November 7, 2022; and December 1, 2022.

VOTED: 7-0-0 **PASSES**

Department Presentations

School Department

Ms. Ellen Whittemore and Dr. Peter Botelho presented the School Department capital requests for the budget cycle. They explained that the requests are not unlike those submitted last year. An overview and status of the capital projects from prior fiscal years was presented by Ms. Whittemore. Ms. Keitner asked about the supply chain issues encountered with the SPED vans and whether a stop gap measure was needed and in place while awaiting the new vehicles. It was explained that some manufacturers have stopped production of certain vehicles.

The school administration's goal is to replenish 20 to 25% of the device inventory each year as they age. The schools are able to decrease the FY24 request for staff devices and projectors due to the items which were included in the new high school project and reuse of devices from the old high school. The FY24 request for aging Chromebooks and iPads has been increased. There are new items requested this year, 3D printers and chatterbox which are used as part of the Tech Engineering program at the Sharon Middle School. Ms. Bernier asked at what

year Chromebooks are distributed. It used to be at 8th grade but since the pandemic, all 6th and 7th graders also use Chromebooks in a 1:1 capacity as well.

The facilities assessment review is ongoing. The assessment identified and confirmed priority facility needs and provides an initial cost estimate for needs identified. Vehicles and snow removal equipment continues to be replaced for pieces beyond repair. There is a significant expense to replace the modulars at the East Elementary School. An enrollment study is planned for the spring along with development of an Elementary Master Plan. This should provide guide decision making on the most prudent plan for modular replacement. Items included in the facilities summary are replacement of emergency exit lighting, digital HVAC controls, roof replacement at Cottage Elementary, development of an Elementary Master Plan, OPM fees for the feasibility process and replacement of the district modulars, replacement of rear windows and fire alarm/detection system at Heights Elementary

Ms. Bernier asked what was included in the Elementary Master plan. Dr. Botelho explained that the Master Plan will consider the enrollment study and use it for a platform for looking at the interior and exterior of the building and the basis for the best path forward as far as making sure that the capacity of the three elementary buildings can meet the needs of the expected student enrollment.

Mr. Maidman asked about the comparison between modulars opposed to an addition. He asked what the lifespan would be for modulars. The current modulars are over 20 years old and they typically last about 20-25 years. Existing modulars are located at East Elementary.

Ms. Smith-Lee asked whether the funding for renovation or replacement of the modulars was expected to be considered during this capital cycle. Dr. Botelho responded yes and no. He explained that it was added to this capital cycle as advance notice due to the pressing nature of the need for replacement as well as cost will be significant.

It was asked what the issue was with the modulars that makes replacement urgent. It was explained that air quality studies during pandemic were problematic.

Ms. Bernier asked about security and whether security would be evaluated as part of the assessment. It is felt that there is a good handle on building security. It will be part of the master plan, but it is not expected to be a major focus.

Mr. Maidman asked about whether the new pickup truck is an addition to the fleet or a replacement. Dr. Botelho responded that is a replacement.

The Board thanked Dr. Botelho and Ms. Whittemore for their time this evening. The committee will meet next on for the facilities tour and the date will be confirmed. It is tentatively set for January 28, 2023. Seeing no further business to come before the Committee, Mr. Heitin adjourned the meeting.

List of Documents

- Minutes
- Capital requests
- FY24 summary
- Five-year summary