

**HARWOOD UNIFIED UNION SCHOOL DISTRICT
Facilities Workgroup
Harwood Union High School Facilities Office
Meeting of June 14, 2017**

APPROVED

In Attendance: Alex Thomsen, Rosemarie White

Also in Attendance: Michelle Baker, Ray Daigle, Chris Keating (Valley Reporter)

1. The meeting was called to order at 4:34 p.m.
2. Additions and Deletions to Agenda – none were requested.
3. Minutes of Prior Meeting - A request was made to approve the minutes from the Facilities Workgroup meeting of May 10, 2017. Alex made the motion and the motion passed.

Warren Elementary School Construction Project – Construction starts with demolition on Monday, June 19th. Once construction starts, the only people allowed on the premises will be Contractors affiliated with the project and members of the HUUSD Administration and Facilities. Demolition is expected to take two weeks which should unveil any additional unforeseen issues needing to be addressed during construction.

The weekly meetings of the Warren Building Committee (which is a subset of the HUUSD full board) have been set for Tuesday mornings at 9:00 a.m. The full Board will be requested to give this Committee authority to approve change orders up to a cumulative amount of \$167,958 after July 1st; this is the amount of the contingency reserve for the project.

4. Moretown Elementary School Drainage project update – Ray met with the Town, School Board and a representative from the Central Vermont Regional Planning Commission to discuss applying for a grant which could potentially cover the cost of the project. The estimated cost at this time is between \$540,000 and \$600,000. As part of the grant request, a small financial obligation on behalf of the Town and School District may be required. No specifics are available at this time. Construction would most likely happen next year.
5. Harwood Union High School Track Update – The opinion of cost for the proposed track upgrades was received and came in at \$2.5MM. Ray is requesting a written report with the details of the project and costs.
6. Crossett Brook – The State Rivers Engineer provided a solution for preserving the transformers on the side of the driveway to the school. This proposal was brought to the Town of Duxbury Zoning Administrator who agreed with the design. The next step is to obtain a cost estimate. Crossett Brook administrators have typically used one particular

contractor for small projects needed by the school. If this contractor's bid is greater than \$5,000, then additional bid(s) will be obtained.

7. Harwood Union High School 21st Century Capital Improvement Project – There are a lot of “moving parts” with renovating Harwood. These “parts” pertain to the visioning and potential re-distribution of students within the school district. Consequently, the building needs of Harwood will be an on-going discussion.

8. Other Business –
 - a. Warren Storm Water - The Town and School have been approached by the Friends of the Mad River, who are applying for a grant to help fund a plan to reduce the storm water runoff from the recreational fields surrounding the school. The property surrounding the school building is owned by the Town of Warren. The Friends are requesting a letter of support from the School District as part of the grant application process. Ray is going to request additional information regarding the grant and project costs as typically there is some funding component required from the recipient of the grant award.
 - b. Town of Warren and HUUSD Memo of Understanding - A memo of understanding will need to be documented between the Town of Warren and HUUSD to clarify who will be paying for the maintenance of the land and parking lot used by the school. Ray will be working on this document.
 - c. Fayston Makerspace – Fayston School entered into a contract with Turtle Creek Builders for the makerspace. They are hoping to start construction within ten days. These costs are being paid for through Fayston's maintenance reserve.
 - d. Facilities Staffing – Ray is currently interviewing for a new Facilities Supervisor at Crossett Brook Middle School as well as a new Grounds person for Harwood. Additionally, a night custodian for Fayston and Warren has been hired and he is in negotiations with another night custodian for Moretown and Waitsfield.

9. Next meeting is to be held on August 30th in the Harwood Union High School Facilities Office at 4:30 p.m.

10. Adjournment. A motion was made by Alex to adjourn the meeting at 5:36 p.m. The motion passed.

Respectfully submitted,

Rosemarie White
Chair