

**BRISTOL BOARD OF EDUCATION  
REGULAR OPERATIONS COMMITTEE MEETING MINUTES  
WEDNESDAY, JULY 28, 2021**

The Operations Committee met on Wednesday, July 28, 2021 in the BoE auditorium.

Present: Committee Chair Eric Carlson, John Sklenka, and Chris Wilson

Also Present: Jill Browne, Dr. Catherine Carbone, Dr. Michael Dietter, Attorney Kenneth Baldwin, Elizabeth Glidden, Mayor Zoppo-Sassu

**1. CALL TO ORDER**

The meeting was called to order at 6:00 pm by Chair Carlson  
Pledge of Allegiance  
The meeting norms were reviewed.

**2. APPROVAL OF THE MINUTES**

**JUNE 23, 2021 REGULAR MEETING**

***A motion by Commissioner Sklenka and seconded by Commissioner Wilson, it was unanimously voted to approve the June 23, 2021 regular meeting minutes.***

**3. PUBLIC COMMENT**

There was no public comment at this time

**4. REVIEW OF FIELD RENTAL RATES**

The Director of Athletics, Chris Cassin was unable to attend the meeting. Jill Browne reviewed the structure of organizations and rental rates.

***A motion by Commissioner Sklenka and seconded by Commissioner Wilson, it was unanimously voted to table the discussion regarding field rentals until all pertinent parties are available to speak to the topic.***

**5. VERIZON WIRELESS CELL ANTENNA AT 532 STEVENS STREET**

A request to add an antenna was received from Structure Consulting Group to add an antenna to an existing pole at 532 Stevens Street on the Northeast Middle School property.

Attorney Kenneth Baldwin was representing Verizon Wireless. Verizon Wireless is looking to build out their network and enhancing the 4G network. There is a need for this in the Northeast area. The wireless company is entitled to use the pole but require an easement because the pole is existing on the middle school property.

Chair Carlson did not feel this is the right time to grant any easement because the school will be undergoing a major renovation in the next few years. Commissioner Sklenka agreed with this.

There would be no expense or fees to the district as the mobile company owns the equipment and are at the mercy of the landowner.

**A motion by Commissioner Sklenka and seconded by Chair Carlson not to approve the easement.**

After further discussion, **Commissioner Sklenka made a motion that was seconded by Chair Carlson to amend his original motion to approve the easement to the pole located at 532 Stevens Street. This motion passed unanimously.**

**A motion by Commissioner Sklenka and seconded by Commissioner Wilson, was made to approve the easement allowing Verizon Wireless to access the pole to put the antenna on and to forward to the full board for consideration. This motion passed 2-1.**

#### **6. SIDEWALK DEFERRAL REQUEST – 263-2 MINOR STREET, BRISTOL**

This request was referred to the Board of Education Operations Committee from the City of Bristol City Council. The request is to approve a sidewalk deferral at 263-2 Minor Street. This area is in an industrial zone that currently does not have any sidewalks on the street.

**A motion by Commissioner Sklenka and seconded by Commissioner Wilson to approve the sidewalk deferral and send it to the full board for consideration passed unanimously.**

#### **7. UPDATE OF THE COMMUNITY USE OF THE MBIAMS THEATER**

Dr. Dietter shared some information regarding the “Mutual Use Agreement” and what it means. Because there are unique spaces in the Boulevard, it is important that this agreement aligns with the BOE policy, provides comprehensive operational guidelines, and identifies expectations and requirements for rental and equipment usage. Although we already have a rental agreement and policy set in place, the agreement associated with the MBIAMS will look different because of the different rental opportunities. Looking for thoughts from the committee regarding what things the committee would like in the vision statement or considerations in the agreement.

Mutual Use agreements typically include a vision statement and the purpose of the agreement. Things to consider including in this agreement could be operational guidance, cost sharing provisions, revenue sharing, liability and insurance, and interagency collaboration.

For example: There is potential to rent the gallery for a weekend, for an art opening, or for another use – What does that space look like? It won’t affect scholars, but it is a way to create a community event and generated revenue.

Through the discussion, it was agreed that maintaining the integrity and purpose of the school is important and that the community use of the school spaces will not interfere with the students.

Regarding usage of the space and cost sharing, it is important that the school system is not burdened with costly repairs and maintenance; therefore, it is fiscally responsible to have a plan forward thinking of excess costs. The collaboration and mutual use goes both ways with the city. It is important to be recognize that the Board of Education has full access to Muzzy Field as well as the use of the Boulevard if needed.

Once a vision statement is agreed upon, the rest that flows from that will be of mutual benefit to everyone.

There will need to be a specific fee schedule for many aspects of renting the unique spaces.

The administration will work on a draft of ideas to bring to the committee for input.

The internet concerns regarding separate community use internet and the security of outside people using it will be presented to the technology subcommittee.

Lastly, Commissioner Wilson stated that this is not a unique situation to have a relationship between the schools and the community. It is important that there is clear language regarding subcontractors and sub vendors must adhere to the same guidelines that are created.

**8. OLD BUSINESS**

None at this time

**9. NEW BUSINESS**

None at this time

**10. ADJOURNMENT**

*On a motion by Commissioner Wilson and seconded by Commissioner Sklenka, the meeting was adjourned at 6:54 p.m.*

Respectfully Submitted,

Tara Landon

APPROVED