

**BRISTOL BOARD OF EDUCATION
REGULAR OPERATIONS COMMITTEE MEETING MINUTES
WEDNESDAY, FEBRUARY 9, 2022**

The Operations Committee met on Wednesday, February 9, 2022 via Zoom online platform.

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

Also Present: Jill Browne, Timothy Callahan, Dr. Catherine Carbone, Dr. Michael Dietter, Jennifer Dube, Kristen Giantonio, Mike Memmott (Friar), Scott Mitchell (Friar), Carol Noble (PW), Roger Rousseau, Mike Sorano (Friar), Dante Tagariello

1. CALL TO ORDER

The meeting was called to order at 7:00 pm by Chair Carlson
Pledge of Allegiance
The meeting norms were reviewed.

2. APPROVAL OF THE MINUTES

JANUARY 3, 2022 SPECIAL MEETING

A motion by Commissioner Wilson and seconded by Commissioner Sklenka, was unanimously voted to approve the January 3, 2022 special meeting minutes.

JANUARY 4, 2022 SPECIAL MEETING

A motion by Commissioner Wilson and seconded by Commissioner Sklenka, was unanimously voted to approve the January 4, 2022 special meeting minutes.

3. PUBLIC COMMENT

There was no public comment at this time

4. FEMININE HYGIENE PRODUCT DISPENSERS

Jill Browne shared some statistical information regarding sanitary products and the ability or inability to get them among school age children. The current means to obtain sanitary products within the Bristol Public Schools is through the nurse's office, the FRC's and the community closets. It was pointed out that when a student asks to go to the nurse it can be perceived that they are ill and can be embarrassing for them to have to ask an adult for the product. Concerns about the initial and ongoing costs were raised. At the full Board of Education meeting, the approximate annual costs will be shared. The dispensers would be placed in the women and gender neutral bathrooms in the middle schools and high schools (GHK8, WBK8, CHMS, NEMS, BCHS, BEHS, BPA). There are sixty bathrooms and each dispenser costs \$300.00. The initial investment of the units is \$18,000.00.

On a motion by Commissioner Wilson and seconded by Commissioner Sklenka, it was unanimously voted to approve to add feminine hygiene product dispensers to the middle school and high school bathrooms and to forward to the full board for action.

5. BIOSWALE GRANT PROJECTS FOR EDGEWOOD

Farmington River Watershed Association, Pequabuck River Watershed Association working with Bristol Public Works submitted and received funding for converting swales to bioswales on the Edgewood property. The grant is in the amount of \$179,000. This project will be free to the Board of Education and any additional funds will come from Public Works and the Farmington River Watershed Association. The work involves some plantings and light construction on the property. BPW is asking for signatures from BOE on two applications (wetlands and floodplain) by noon, 2/22.

The 2 main areas of work are:

- 1) the bioswale at the north of the lot (which basically would look as it does now, but would have some beautiful pollinator shrubs and native plants) and
- 2) 4 tree wells in the pool lot (preliminary locations shown on the plan but exact locations are yet to be established).

The idea is for the storm water runoff (carrying pollutants) to get filtered through vegetation before being released into the watershed (which is very unique at Edgewood). This project will also offer an educational experience to the school system.

A motion by Commissioner Wilson and seconded by Commissioner Sklenka was unanimously voted to approve the authorization to Public Works to convert the swales to bioswales at Edgewood School and to forward to the full board for action.

6. TRAFFIC STUDY UPDATE

The traffic study analysis was completed in January. Benesch is working on the final report and conceptual plans. Those will be presented at next month's meeting. Conceptual estimates will follow and be presented at the April meeting and May the final steps will be discussed based on all the findings.

7. CHMS UST's UPDATE

An overview of the next couple of months was reviewed. The OPS Committee will be reviewing and approving the conceptual plans and cost estimates, reviewing the construction documents, specifications, and final estimate. City Council will also approve the final plan. All of the documents and approvals will be reviewed by the state. Substantial completion of the project is slated for fall of 2022.

8. EDGEWOOD SCHOOL ROOF UPDATE

Mike Memmott from Friar Architecture presented schedule reviews for two versions. Both versions have the completion in August of 2023. The difference is that version 1 has the bidding /award contract in late spring 2022 and version 2 has the bidding/award contract in fall 2022. The benefit to version 2 is the potential for better pricing on materials as well as less concern regarding the lead time. In addition, they feel there will be more competitive bids because of the timing (being out in front versus fighting with other districts to secure the construction.)

Existing conditions were reviewed and temporary fixes were discussed to sustain the roof until next year. Repairs will be done during the spring/summer of this year. State grant forms will be completed and the application process with OSCGR will begin. Friar is currently working on documents related to insulation and researching market availability of materials. The next steps consist of MEP scope of work, test cuts, budgeting, OSCGR process.

9. BCBS & BEHS Culinary Arts Lab Project

The purchasing office solicited bids for Professional Architectural/Engineering Services for the Culinary Arts Facilities at Bristol Central and Bristol Easter High Schools. There were five bidders. After discussion, it was the recommendation to consider Drummey Rosane Anderson, Inc., Silver, Petrucelli & Assoc., and Qusenberry, Arcari, Malik Architecture.

All three firms are strong firms and all have culinary lab experience. In addition, all three firms indicate approximately the same schedule. Bids will be out by May/June and construction can begin in the summer.

Fees for the three firms are:

DRA, Inc.: \$92,500 – CA does not appear to be included in this figure but it is assumed to be approximately \$5K-\$10K additional.

SP&A: \$113,340 – CA does not appear to be included in this figure but it is assumed to be approximately \$5K-\$10K additional.

QA&M: \$130,000 – this fee does include all components.

A motion by Commissioner Wilson and seconded by Commissioner Sklenka was unanimously voted to award contract 2P22-059, Development of Culinary Arts Facilities at Bristol Central and Bristol Eastern High Schools to Drummey Rosane Anderson, Inc. in the amount of \$92,500 and to send it to City Council for appropriate action.

10. NEMS TIMELINE

On February 8, 2022, City Council approved QA&M as the architect for the schematic design phase. They are currently working on the design and will report to the NEMS Building Committee in April to share their design for approval. This will then be sent to BoE and City Council for approval as well. The state application will be submitted in late May and approval/rejection for the project will be known by 01/2023

11. ESSER/ARP COMMITTEE UPDATE

The nominating building committee is in the process of being formed. Currently BoE appointed Dante Tagariello, City Council appointed Jolene Lusitani and BoF is scheduled to appoint their member at the February 22, 2022 meeting. The nominating committee will get together to make their recommendations for the six additional members. Those additional recommendations will be sent to City Council for approval. Once the committee is established, they will begin the work of interviewing architects and construction managers for the project.

12. MUTUAL USE AGREEMENT - BAIMS

Michael Dieter gave a brief presentation that he has been working closely with Lauren Imholte on the Mutual Use agreement. A draft version was handed out for review. There are items “in blue” and they represent the items that are incomplete or in process. This topic was last presented in August; the feedback was taken and the document has been revised. This is still in its draft stage. The draft agreement is in room 24 at the BoE for review.

13. OLD BUSINESS

None at this time

14. NEW BUSINESS

None at this time

15. ADJOURNMENT

On a motion by Commissioner Sklenka and seconded by Chair Carlson, the meeting was adjourned at 8:01 p.m.

Respectfully Submitted,

Tara Landon

APPROVED