MASCONOMET REGIONAL SCHOOL DISTRICT
20 Endicott Road, Boxford MA 01921

Budget and Capital Subcommittee
Masco Central Building
15 November 2024 Minutes

Members Present: Bill Hodges, Matthew Alexander, Trevor Currier (remote), Jeff Sands.

- Call to order: 8:42am
- Public Comment:
    - Fred: recommends a survey from an expert who can assess "what are our needs across the board for sports". For example, what are our teams, what is the level of participation, etc.
    - Sarah: External community uses these assets, too. There's a huge community need for fields.
- Approval of November 8, 2024 DCI meeting minutes – Trevor (1st), Bill(2nd) – Approved 3-0 (roll call)
- Review and acceptance of updated minutes from 20 Sept 2024, 16 July 2024, 3 Oct 2024, and 13 June 2024.
    - Motion to approve, Bill (1st), Trevor (2nd) – Approved 3-0 (roll call)
- Continue Committee review and deliberation of Category 3 – All other Capital Projects:
    - MSBA discussion:
        - We are entering new territory with MSBA with their biennial process.
        - Applications in 2025 will cover 2025 and 2026 (biennial process)
        - We do not yet understand if projects will be approved annually or biennially. MSBA did not yet know when Jeff inquired. MSBA are trying to figure this out.
        - Process will open in January 2025 and close in March or April.
            - Unclear if they will accept our application and, if they do, what's the schedule of our application review and result.
        - Our recommended plan does not change until we are told not to apply by the MSBA.

- Initial response to 13 November School Committed Capital Plan Update from single Middleton FinComm member was that he appreciated that we would be applying to the MSBA for the roof reimbursement.

- Reviewing remaining Priority 1s and 2s:
  - https://drive.google.com/file/d/1G-Qxd7lqJZnSGqR1HhaBzZ_Dr4oXX9Xd/view
- Priority 1s Review:
  - HVAC Study includes scope for emergency generators and improvements to what they're hooking up to. This includes ADA ("ADA Existing Conditions Projects") for the entire campus.
    - HVAC study came back at $156k
  - Replace stairway risers and treads – need replacement (safety)
  - Replace shades and blinds in classrooms and offices (safety). 200 classrooms and offices
  - Install additional CCTV, Keyless Entry Points and Protective Window Film and Main Entries (safety) – prevents a shooter from blowing out a window to gain access to main entrances.
  - Present DCI members are good with Priority 1 list.
- Priority 2s
  - Master Plan Study – School Architect to assess school space as it relates to Strategic Plan and make suggestions on learning area improvements
    - Leave at Priority 2 but add to list of full SC deliberation topics
    - Would be very large endeavor including community engagement
    - Maybe, in the big ask, we ask for money to perform the study
  - Interior Painting – cosmetic
  - Exterior Painting – cosmetic
  - MS Auditorium Stage Lighting – nice to have, programs will continue to operate
  - Bathroom partitions – current solution works but eventually needs to be replaced / upgraded.
  - New Accounting System – Keep as 2. Current system works and produces good results (based on independent audit). This will be a major undertaking.

        - Project Adventure Course Enhancements – program enhancement. No safety issues or critical maintenance. Leave as Priority 2.
- Quick update on the Track. Jeff met with consultants who will work to get us a quote for the study by December 20th 2024.
- Review any feedback from SC from 13 November meeting.
    - General consensus is that it went well and we should press on.
    - Bill suggested sending a note to the SC asking for comment.
    - Jeff suggested brief update to full SC in December or January to review updates Jeff gathered since 13 November.
- Considerations for next agenda and meeting time
    - 13 December, 830am
    - Refine our proposal
        - If we're ready, we'll brief full SC on 12/18. If not, we'll brief on 1/8.
        - Topics: summary of Priority 1 and 2, and preview of what goes into $650k.
- Motion to adjourn at 10:08: Bill (1st), Trevor (2nd) – approved 3-0 (roll call).

Acronyms and abbreviations:

- ADA: Americans with Disabilities Act
- CCTV: Closed Circuit Television
- HS: High School
- MS: Middle School
- MSBA: Massachusetts School Building Authority
- FinComm: Finance Committee
- SC: School Committee