



## FINANCE & FACILITIES MEETING MINUTES

Friday, September 8, 2017 at 8:30 a.m.

Committee Members: Ray Egbert, Chair  
Laura Simon, Anna Shinn, Chris Allen

Administrative Staff: Dr. William DeFabiis,, Interim Superintendent  
Jason Bohm, SBA/Board Secretary  
Don Race, Facilities Manager

### 1. Solar project

Mr. Race stated that he has had discussions with the contractor performing the work. The committee obtained a reasonable comfort level of the project knowing that Mr. Race will be overseeing the various tasks of the project and is the point person for the construction foreman. The contractor plans to have two 8-hour crews working to expedite the project. Mr. Race relayed the information that the contractor would be hoisting the materials to the various roofs and then the material immediately moved to the installation point on the roof. This will minimize the load on any given point of the roof. Only one person from the construction company will enter each school to sign in the construction crew for that day. The construction crew will have their own parking and bathroom facilities.

A few other points to note:

- The construction blackout days amongst the schools appears to not be an issue. Most of the times were after construction would be stopped for the day.
- There was concern at TBS in that the playground was between the construction staging area and the building. An alternative route has been created for the construction crew to move back and forth between the two points during recess time.
- No roof work will occur during the first month of school. Roof work is planned to begin on October 6<sup>th</sup>. This is earlier than the previous board discussion of November. However, the panels are expected to be delivered on that date and the contractor prefers to install the panels upon delivery versus storing the panels. This reduces the risk of panel damage. The committee was comfortable with this date as it was beyond the first month of school and the desire to get this project completed.
- HBS needs 7-10 days for the trenching work. This affects the playground and related recess time. The Teachers' Convention week has been discussed to be the optimal time for trench work with the combination of half days and closed day
- It's possible the landscape plantings in front of RMS can be planted by November. The ground arrays are expected to be completed to allow for this timeframe. The plantings behind HBS would be a separate project after the solar project is completed for a planting timeframe in Spring. The Committee will request the Green Committee to finalize the types of plantings needed for RMS.

**2. Bathroom Project**

All bathrooms were available for the first day of school. There are temporary sinks in each bathroom until the sinks originally ordered have been received from the vendor. There is also some additional work needed for the doors and tile. There is a possible change order needed for the TBS's Nurse office bathroom door. The door swing may need reversed to better accommodate traffic from the nurse's office to the hallway door.

**3. Branchburg Shares Services**

The Branchburg School Board had their meeting on September 7<sup>th</sup>. They are to have an executive meeting on September 8<sup>th</sup> to discuss and finalize their concern with the Shared Services Agreement with Readington.

**4. Bus Safety**

Mr. Bohm along with Marci Cole (bus dispatcher) researched the bus safety arm to attach to the busses. The cost of parts for all vehicles was estimated to be \$19,000. The attorney had no real concerns for the installation however the insurance carrier did have concerns. Their concern was for the increase risk and liability of an oncoming vehicle hitting the arm and the parts injuring a student or the driver. The committee decided to not pursue this issue further. The Committee did discuss having a meeting with the local police to explore other options to mitigate the risk of vehicles not stopping for stopped school busses.

**5. Health benefits coverage**

A question has arisen concerning health benefits for part time staff per the Family Affordable Care Act that requires benefits to be paid. This issue will be researched further with no recommendation by the Committee now.

**6. Finance agenda items**

The Committee did not review these items as Mr. Bohm stated all items were standard approvals.

7. Next meeting planned for October 10, 2017 at 8:30 a.m.