

Minutes of the Facilities/Transportation Committee of the Board of Education
Regional School District 14 www.ctreg14.org
April 12, 2010

A meeting of the Facilities/Transportation Committee of the Regional School District 14 Board of Education was held on Monday, April 12, 2010 in the Conference Room of the Central Office, 5 Minortown Road, Woodbury, Connecticut.

Present were Committee members Scott Baider, Carla Juhas, Stephen Paluskas and Stephen Sordi. Superintendent Robert Cronin, Business Manager Jay Hubelbank and Facilities Manager, Mike Molzon.

The meeting was called to order at 7:17pm by the Facilities Committee Chairperson Stephen Sordi

The committee discussed the following agenda items:

1. BES sidewalk update.- Mr. Hubelbank reported to the committee, he had contacted three engineering firms to provide professional engineering services for the Bethlehem sidewalk project previously approved by the BOE. (Pereira Engineering, Langan Engineering and CES engineering.) Mr. Hubelbank related to the committee; the scopes of services included within the proposals were to include Topographic information, site drawings-to include site/civil and utility work, drawings of plans. In addition the proposals were to include site visits required to generate the information needed for the sidewalk project. Mr. Hubelbank related to the committee; he had spoken to Antinozzi Associates, a firm he is familiar with from Region 14's most recent building project. They related to him; they are familiar with Pereira Engineering and would recommend this firm to the district. Mr. Hubelbank submitted three proposals from the above stated firms with Pereira Engineering being the least expensive. After discussion; Carla Juhas made a motion the committee move forward with the services of Pereira Engineering. The motion was seconded by Steve Paluskas and passed unanimously. (4-0).
2. Discussion of upkeep and maintenance of fields used by outside groups. A letter written to Mr. Hubelbank and a copy sent to Facilities Committee Chairman Steve Sordi prompted this meeting. The President of the Bethlehem Baseball League, Nelson Parlato, wrote the letter. Contained within the letter, was a request to the board, to appropriate funding to "revitalize the field at Bethlehem Elementary School". The estimated cost for the revitalization was stated to be approximately \$800.00. Mr. Parlato stated within his letter; "In return, the league (Bethlehem Baseball) would commit to performing the ongoing maintenance required during (the) baseball season". Mr. Hubelbank cautioned the committee, about agreeing to supply materials to outside groups, that it may be setting a costly precedent. Chairman Sordi related to the committee; civic groups with various requests and/or concerns often approach us. In the past, we have discussed and come to a resolution based on the merits of each individual group. Chairman Sordi also reminded the committee; a common complaint heard by the BOE, is the region does not adequately maintain their facilities. Mr. Paluskas related; one lawsuit for an injury occurring on a field, which was neglected by the district, would cost well more than \$800.00. After considerable discussion, the Facilities Committee and Mr. Parlato agreed. This year- the region would provide the material needed to revitalize the baseball fields at Bethlehem Elementary School. In return, Bethlehem Baseball would maintain the BES fields and in

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addition, rake the infields at the baseball field located behind the Bethlehem town hall on days the Nonnewaug JV team have league games. It was also agreed, if the JV team continues to use the field located behind the Bethlehem town hall next year, the region would supply material for that field. The contact person for Bethlehem Baseball was identified as Mick O'Neil who was in attendance at the meeting with Mr. Parlato.

3. Follow up on bus safety discussion Mr. Hubelbank distributed to the committee a preventative maintenance inspection work sheet used by First Student. In addition, Mr. Hubelbank gave committee members a copy of the "Daily DVIR process" form used by first student and a copy of the C.G.S. state statutes, which govern the inspection, and maintenance of the regions school busses. Dr Cronin requested Mr. Hubelbank share with the committee at a future meeting examples of forms filled out by drivers and submitted to First Student. Also, the last DMV inspection report. There were no motions made regarding this topic.
4. Update on reimbursement of funds from the Woodbury Tennis group related to lighting at the tennis courts. Mr. Hubelbank stated the Woodbury Tennis Association has paid \$800.00 dollars since his last report bringing the total reimbursement to \$4800.00. A balance of \$10,200 remains. There were no motions made regarding this topic.
5. Projects which have been completed or in the process of being completed. Using funds from this years budget. Mr. Hubelbank distributed a list of all projects, which are currently being completed, and planned to be completed in the future or which have been completed. There were no motions made regarding this topic.

The facilities committee adjourned at approximately 8:27pm- Steve Paluskas made the motion to adjourn seconded by Scott Baider.

Respectfully Submitted, .

Stephen F. Sordi-Chairman

Regional School District #14 Board of Education