

Building Use and Utilization Committee  
Town of Northfield, MA  
Meeting, December 13, 2018  
At Northfield Elementary School (NES)

Attendees: Chad Glover, Tom King, Kathy Wright

Others: Megan Desmarais, Principal, Tim Brandl, PVRSD Facilities Manager, Julia Blythe, Northfield BOS

Start: 10:00

Introduced Julia to other members. She is here to observe, and as a member of the HEART Committee will discuss proposed draft of PVRSD Agreement.

Repair and Maintenance Fund. The balance of this fund is \$9,254.76 as of 12/5/2018. Expenditures to date include \$1,000 for marking driveway, and paint and supplies to paint wooded surface in rear of North Building, and fire escape door replacements. Other possible maintenance issues:

1. Repair west door of gym.
2. Repair fence in playground by shed.
3. Repair thresholds on South Bldg gym entrance and west entrance of cafeteria.

Other issues that need to be priced out:

1. Install shed north side North Building to replace one in parking lot, which was in disrepair.
2. Drainage Issue North Building west side. The pebble filled there is washing onto driveway. Discussion involved adding large stone and a curb at driveway.
3. Painting Classrooms (PVRSD)

Action: Tim Brandl. After discussion, it seems Tim and Peter can handle door and fence and maybe thresholds in Gym and Cafeteria.

Tim will cost out shed and drainage to determine cost and source of funds (maintenance or money article).

Basketball Court. Completed and very attractive and well-used during good weather. Megan asked that the Town send a thank you to Harrington fund as she will do. (BOS sent letter December 26, 2018).

Energy Committee improvements: They will be insulating North Building attics soon.

**Money Articles Funded Status:**

1. Funded and Completed:
  - a. Driveway and drainage
  - b. North Building Entrance

- c. 3 classrooms tiled (Kathy needs to have one tiling transferred from #30080 to #30051, where \$3,841.11 has balance.)
- d. Fire Escape Doors.

2. Funded but not completed:

- a. Repairs and Painting of cupolas. (will discuss with new Administrator in January)
- b. Brick and repointing North Building (CPA funding) (will get an updated quote from Thayer)
- c. **Electrical.** There is \$7,500 in Account #30077 to be used for engineering plan. There is \$100,000 in account #30080, 2019 money article. Kathy has discussed with Bernie, Interim Administrator, putting in a money for \$250,000 to cover rest except LED lights. The problem is the money will not be available until July 1 and we cannot go out to bid until then making it unlikely the work could be done in summer 2019. Bernie suggested options but Kathy needs to discuss with Andrea L., new Town Administrator first.

Meanwhile we agreed Tim could contract the engineer to determine if she has to update engineering plans or if current one, now 3 years old, will suffice. We need this information in order to bid the project.

3. Upcoming Projects Listed by Megan

- a. Parking Lot Lighting (including front entrance area/walkway (no estimate provided)
- b. Upgrade/Replace Phones/Intercoms/Clocks. (in Bernardston that was approximately \$40,000).
- c. Bathroom Renovation. Previously we had estimated \$40,000 but scope seems expanded and need new estimate).
- d. Brick repointing N. Building (see above).

4. MSBA Projects

- a. Window Replacement in new building.
- b. Boiler replacement and or alternative heating option
- c. North Building Replacement of Roof

Notes re above:

- a. Megan believes window replacement urgent and can't wait. One option not discussed but for next agenda, Mini-splits in Center of Building? Can we get a quote for that for next meeting?
- b. Energy committee has alternatives but no recommendations. We need them with estimated cost.
- c. Need to have roof 30 plus years old. Not quite there.

Kathy needs to meet with the new Town Administrator and then schedule another meeting at which time the primary purpose will be to prepare a prioritized list of Money Articles for Town Meeting.

Kathy Wright  
Chair

*Kathy Wright*  
1/29/2019  
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Proposed Money Articles FY2020 Northfield Elementary School (NES)

Item	Est. Cost	Notes
3 Classrooms tiled/carpeted	9,000	1
Electrical Wiring Upgrade	260,000	2
Parking Lot Lighting (includes front entrance. area/walkway	75,000	3
Phones, Intercoms/Clocks	60,000	4
Bathroom Renovations	75,000	5
Window Replace/Alternative	100,000	6
<b>Estimated Total</b>	<b>\$579,000</b>	

Notes:

1. The above list is not **prioritized**.
2. Cost to complete less LED lighting and \$100,000 appropriated in FY2019.
3. Estimate: The remaining issues need to be updated if to be included as FY2020 money article requests<sup>31</sup>.