

Operations Committee Meeting  
November 1, 2012  
Minutes

A regularly scheduled meeting of the Operations Committee was held on Thursday, November 1, 2012, in the Administration Building. Chairperson Howard Friedman called the meeting to order at 7:20 p.m. Present when the meeting was called to order were Mrs. Hayes and Mr. Blanchette. Also present were Mrs. Devlin, Mr. Collins, and Mr. Cullinan.

- Development of Five-Year Capital Plan

The committee reviewed the proposed Board of Education Capital Plan 2014-2018. Mr. Cullinan provided a brief overview of the items proposed for the 2013-2014 year. Mr. Collins reviewed a proposal developed by Atlantic Computing Technology Corporation to provide a wireless infrastructure for Ellington High School, Ellington Middle School, Windermere School and Center School. Crystal Lake School is not included as the infrastructure will be a component of the renovation and expansion project. An engineer and an electrician from Atlantic visited each school and developed a detailed plan for each school. This plan uses an Aruba Solutions Network which Mr. Collins favors. Atlantic has installed the same solution in Glastonbury, Simsbury and at E.O. Smith as well as many other districts. The total cost for the four schools would be \$202,430. Mr. Friedman raised the issue of the possible need to consider replacing the T1 lines at Center, Crystal Lake and Windermere with fiber. This may be a consideration for future years in the Capital Plan. Atlantic Computing is part of the PEPPM Technology Bidding and Purchasing Program through CREC which is a multi-state bid list.

The plan repeats the request for a generator for Windermere School. Although Windermere has the largest student population in the district, it is the only school without a generator. The cost for the generator is \$104,500.

Mrs. Devlin reviewed the need to begin a replacement cycle for maintenance vehicles. The district's vehicles range in model year from 1998 through 2003 and in mileage from 52,879 to 120,208. In addition, some of the vehicles have developed significant body rust. The cost for the requested Cargo van is \$25,577. This is the state bid list price.

The plan also repeats the request for heating controls at Ellington Middle School. Mrs. Devlin will secure an updated quotation which was listed last year as \$86,000.

The committee rank ordered the four requests for 2013-2014 as: 1) wireless infrastructure; 2) Windermere generator; 3) maintenance vehicle; 4) EMS heating controls.

A motion was made to recommend approval by the Board of Education of the Capital Improvement Plan 2014-2018 as presented.

1<sup>st</sup> – G. Blanchette                      2<sup>nd</sup> – A. Hayes

VOTE: Unanimous. The motion passed.

- Old Business

There was no old Business.

- New Business

The committee was requested to review a draft job description for the proposed position of a Facilities Director. Mr. Cullinan stated that he would be proposing that Board consider re-instating this position. The draft will also be shared with the Policy Committee.

A motion to adjourn was made at 8:46 p.m.

1<sup>st</sup> – A. Hayes                                      2<sup>nd</sup> – G. Blanchette

VOTE: Unanimous. The motion passed.

Respectfully submitted,

Howard Friedman  
Chair

HF/scc