

RHINEBECK CENTRAL SCHOOL DISTRICT/FACILITIES COMMITTEE

Minutes of Meeting of October 8, 2014

Present: Mark Fleischhauer, Lisa Rosenthal, Joe Phelan, Tom Burnell, Sheldon Tieder (absent: Deirdre D'Albertis).

The Committee discussed the following topics: (1) the revised schedule of building use fees; (2) an update on the wireless project; (3) an update on the status of the Dutchess BOCES RFP for architectural and engineering services; (4) the process for developing a referendum for financing a capital project; and (5) other topics.

1. **Building Use Fees:** The Committee reviewed the revised schedule of building use fees. Discussion was had regarding charging for the use of the parking lot at the high school/middle school, which would be a change from previous practice. Sheldon estimated that there are 200 parking spaces available at the building, not counting lawn parking (which is not contemplated to be included). The Committee decided to change the designation for such a charge to "Event Parking". The Committee will recommend that the Board adopt a charge of \$1/parking space used, but only for use of the lot by private, for-profit groups (designated as "Group 5" on the schedule). The Committee also discussed the charges for sound and lighting in the auditorium, tuning the baby grand and/or studio pianos, and the use of an "auditorium manager," a position that does not actually exist. The Committee decided to change the schedule to eliminate the auditorium manager requirement and piano tuning; if groups wish to use the auditorium, they will have to obtain their own management (likely from an outside contractor) and tuning, if they so desire. These and other changes (such as removal of the entry for use of the thrust stage, which the Committee previously decided should not be offered to non-school users) will be reflected in the schedule to be presented to the Board at the meeting on October 14, 2014. The effective date of the revised charges will be October 15, 2014, but groups that have already put in their paperwork for use of building facilities prior to that date will pay charges at the current rates.

2. **Wireless Project Update:** Tom reported that the wireless project is mostly completed, with just fine-tuning still being done by Carousel, the contractor. The Internet speed is now said to be very fast at the high school/middle school. He was uncertain of the exact status of the work at the elementary school, but he thought that work was almost completed as well. There should be further information at the next Board meeting.

3. **Update on Status of Architectural/Engineering RFP:** Tom informed the Committee that the RFP was sent out by Dutchess BOCES this past month and that proposals are due shortly. Once the proposals are received, BOCES will provide them to the participating school districts for further action. Tom believes that the district will have to do its own vetting of the firms that submit proposals. Depending on which firms submit proposals, the district may also reach out to other architectural and engineering firms that it has had experience with, to seek proposals from them as well. The purpose

of these proposals is to retain an architect and engineer to perform the Building Condition Survey (“BCS”) that must be performed in 2015, but the district anticipates that the firms chosen are also likely to be used for the upcoming capital project (discussed below), assuming the firms perform satisfactorily.

4. Capital Project Referendum: Tom provided the Committee with a slideshow he obtained from the New York State Association for Superintendents of School Buildings and Grounds, which outlines the process of developing a capital project referendum (a copy of the slideshow accompanies these minutes). The Committee reviewed the slideshow and discussed the development of a timeline for the project (which will be a reconstruction project rather than a new construction or addition project). Tom and Sheldon will collaborate on putting the timeline together, and Tom will seek input from Bernard Donegan, the bond counsel the district has used to obtain its previous capital bond issues. Because the BCS will likely form the basis for development of the referendum, Tom will advise the Committee at its next meeting when the BCS can begin (there is a date, which Tom and Sheldon did not know offhand, before which the BCS cannot begin pursuant to SED regulation). Tom anticipates that the bond issue would be a 15-year obligation, the specifics of which will be discussed by the Finance Committee.

5. Other Topics: Sheldon advised that one of the two hot-water heaters in the high school/middle school building is no longer working. Because the cost of repair exceeds the cost of replacement, Sheldon and Tom recommend that the heater be replaced with a more modern, energy efficient and smaller model. The cost of replacement is expected to be less than \$40,000. Money for the replacement heater is available in the facilities budget, but it will mean that there will not be funds in that budget line to do any other non-emergency projects this school year.

Sheldon suggested that the district consider creating a reserve fund specifically for repairs and that annual contributions be made to such fund as a budgeted item. He expects there are several repair items that will need to be done over the next few years, such as recoating the track at the high school/middle school field. The Committee suggested that Tom and Joe discuss this with the Finance Committee.

Next Regular Meeting: November 12, 2014

Dated: October 9, 2014

Respectfully submitted,

Lisa Rosenthal