



REGIONAL SCHOOL UNIT NO. 40
MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

Friendship * Waldoboro * Warren * Washington * Union
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Susan A. Pratt, Superintendent
Kimberly Schroeter, Director of Instruction

Karla R. Miller, Business Manager
Karen Etheridge, Director of Student Services

FACILITIES/TRANSPORTATION COMMITTEE MEETING
Thursday, March 14, 2013
4:00 p.m.
Medomak Valley High School

Committee Members: Ann Donaldson, Mary Genthner, Maggie Massengale, Sandra O'Farrell
Ex-Officio Member: Danny Jackson
Others: George Bridges, Karla Miller, Susan Pratt, Harold Wilson

MINUTES

- I. Call to Order** – The meeting was called to order at 4:04 p.m.
- 1) Declaration of Quorum – Declaration of quorum 4 – 1
 - 2) Note absentees – Wayne Luce (excused)
 - 3) Approve minutes of the February 14, 2013 meeting – Upon a motion by Ann Donaldson and second by Mary Genthner, it was moved to approve the minutes of the February 14, 2013 meeting as presented. Vote 3 – 0 – 1 (Sandi O'Farrell)
- II. Report on Operations Work**
- 1) Maintenance (Tour of the building) – On the tour of the building, Mr. Bridges pointed out maintenance issues that have been improved, items that need attention and items that are in the FY 2014 Proposed Budget as well as items that we are hoping will be part of the energy project. Items looked at were the locker room improvements, the facer board of the roof, classrooms in the trailers, clay studio and industrial arts space.
 - 2) Transportation – Superintendent Pratt informed the group that bus repairs are an occurring regularly right now, but we need to keep the buses on the road. When asked if the district would purchase the propane buses, Superintendent Pratt replied that we would probably purchase regular buses as it would cost too much to retrain the drivers and for the holding tank for just one bus.
- III. Discussion**
- 1) Discussion of the tour included the question of why the parking lots were never finished; our warrantee/guarantee period is almost over. Karla and George will look into the parking lot issue. Superintendent Pratt told the committee that there is not an open round for construction to address issues at the high school. If we were to put an addition on, we would need to bring the entire building up to code, which would probably cost more than adding on the classrooms needed.

- 2) Facilities Use Policy – Mrs. Miller informed the committee that she is updating the Facilities Use Policy to reflect conversation of the last meeting (ability to cancel an event, the school is to be left in the same shape as it was when the event began or the group would lose the privilege of using the facilities, the district should be listed as additional insured for the event and a liability certificate must be received for each event).
- 3) Request for Facility Use – Mrs. Miller will also be updating the Facility Use form which will be a request for facility use and a contract drawn up if approved. The contract will have checklist attached from the person responsible for the event to fill out before leaving the building.
- 4) Update on Property for Bus Garage – Mr. Bridges has looked at the property suggested by Wayne Luce at the last facilities meeting and did find either property a viable piece land. Mr. Bridges was provided with more land to look at in Warren and will check these out before the next meeting.
- 5) Other – Request for Qualifications for the Energy Project; Superintendent Pratt informed the committee that we received six packets of qualifications and have narrowed it down to three for interviews. The interviews will take place March 26 beginning at 3:30. Maggie Massengale and Sandra O’Farrell will be members of the interview committee.

IV. Future Agenda Items

V. Next Meeting TBD

- 1) April 11th at Union Elementary School

VI. Other Business

VII. Adjournment – The meeting adjourned at 5:30 p.m.

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly and the deliberations leading to Board action will likewise be conducted openly. The public and district employees are encouraged to attend Board meetings. A time period of up to thirty minutes in duration for comments by visitors at Board meetings will be scheduled at the beginning of the Board’s agenda. Board committee meetings are open to the public. Public input is welcomed but the Board Chair may need to limit discussion.