

Capital Improvements Subcommittee Minutes
Tuesday, March 12, 2019
4:00 PM – 6:00 PM
5th Floor Conference Room, Town Hall

Capital Improvements Subcommittee Members present: Helen Charlupski (Chairman), Suzanne Federspiel, David A. Pearlman, and David Pollak.

School Staff present: Mary Ellen Dunn, Ben Lummis, Matt Gillis, and Robin Coyne.

Others present: Advisory Committee Capital Subcommittee Chair Carla Benka.

The meeting was called to order at 4:00 PM.

1) Review/Approval of Capital Improvements Subcommittee Meeting Minutes

On a motion of Mr. Pearlman and seconded by Ms. Federspiel, the Capital Improvements Subcommittee voted unanimously to approve the minutes of the January 8, 2019 meeting.

2) Updates/Discussion

a) Request for Proposals (RFP) for Classroom/Office Space (Leased Space)

Mr. Gillis reported that the RFP was issued for all leased spaces. Proposals are due March 14, 2019. Staff contacted all current landlords to make sure they know to submit proposals (even if the lease does not expire this year). The district would prefer to have all leases on the same renewal schedule. Staff will open the proposals on March 15, 2019.

b) School Composting

Mr. Gillis and Ms. Charlupski presented an update on school composting. Mr. Gillis asked the Chief Procurement Officer to send a Request for Information and Price Quotes (Attachment A) to vendors on the state list (are 6-7) for a possible pilot program for composting at all the schools. The Request also went to two local vendors identified by school parents. Mr. Gillis reviewed the goals and requirements. Three quotes have already been submitted. Public Works Commissioner Andrew Pappastergion is interested in hearing more about the students' pilot project and data. The Brookline Community Foundation has provided funding to continue this year's pilot project.

Subcommittee members expressed support and offered suggestions (consider providing space for a facility at the transfer station, make compost available to the schools and greater community, and provide the Public Works Commissioner with information on the potential recycling/refuse savings).

c) Capital Projects (including Baldwin, Driscoll, Brookline High School)

The proposed Baldwin and Driscoll Schematic Designs are available on the Public Schools of Brookline Website. At tonight's meeting, the Select Board will be considering how to structure a potential ballot question(s). There will be a Baldwin Project Community Forum on March 13, 2019. The Brookline High School project is moving along. It is important that the landscape architects for the Brookline High School and Cypress Field projects collaborate. On March 14, 2019, the School Committee will be asked to approve a number of change orders and contract amendments for capital projects.

d) School Enrollment Projections

Mr. Lummis provided an update on School Enrollment Projections. He noted that on November 27, 2018, the Superintendent issued a memo on Overcrowding in K-8 Schools. A small working group has been convened to look more closely at the enrollment projection methodology for short-term and long-term forecasting. The group includes Mr. Lummis, Ms. Cooley, Michael Toffel, Clifford Brown, and Nathan Shpritz. Subcommittee members suggested trying to capture additional forms of data such as projections for large developments, property conversions, student vs family rental patterns, move-ins from job growth, English Learner enrollment; enlisting help from universities, realtors, and the Metropolitan Area Planning Council; and working with the Town Clerk to gather additional data from the census. Mr. Lummis reported that kindergarten enrollment is ahead of last year, but this may be due to better outreach and earlier registration. The Subcommittee briefly discussed how students are assigned to schools.

3) Newbury College Acquisition Advisory Committee

Ms. Charlupski provided an update on the Newbury College Acquisition Committee. The Committee has been meeting regularly, has toured the site, and is getting assistance from a real estate consulting firm.

By unanimous roll call vote at 5:45 PM, the School Committee Capital Improvements Subcommittee entered into Executive Session pursuant to M.G.L. chapter 30A section 21 (a) for the following purpose: Purpose 6, to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body (Newbury College, 129 Fisher Avenue, Brookline, Massachusetts). Ms. Charlupski announced that the meeting will not reconvene in open session at the conclusion of the executive session. By unanimous roll call vote at 6:00 PM, the School Committee Capital Improvements Subcommittee reconvened in public session for the purpose of adjournment.

The meeting adjourned at 6:00 PM.