

# Operations Committee

## Minutes

February 1, 2022

5:00 - 6:00pm

The Forum, Mt. Blue Campus

Members: Doug Dunlap, Scott Erb, **Cherieann Harrison**, Gloria McGraw,

Members Absent: Josh Robbins

Other Board Members Present: Judith Kaut

Staff: Chris Elkington, Laura Columbia

Other Staff Present: Monique Poulin, Dan Higgins, Sherry Wyman, Melissa Williams, Jeff Brazee

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1. Called meeting to order at 5:06 pm
  2. Review [approved minutes](#) from the last meeting - Harrison
    - a. All set.
  3. ESSER Funded Project Updates - Wyman/Higgins
    - a. [ESSER I & II Projects Update](#)
      - i. Overview of costs, projects, etc.
      - ii. Questions were heard regarding remote learning, new positions added, moving funds within projects and certain project budgets.
  4. Adult Ed Building Heat Issues - Elkington
    - a. Reviewed pipes and insulation (lack of) concerns. Insulation is being added to help resolve the issue.
    - b. Heat and water has been working.
    - c. Update on MBMS heating issue.
      - i. Review of procedures and future adjustments were discussed from the Superintendent's note sent to the public and Board.
  5. Maintenance Team Update - Elkington
    - a. Currently the team is full, well qualified and believes it will be able to catch-up and increase productivity.
  6. Director of Operations & Maintenance - Elkington
    - a. Interim Plan
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## Operations Committee

- i. Shared Responsibilities: Richard Joseph will take over some of the responsibilities, and will be compensated for his time.
- ii. The current team of Supervisor of Custodian and lead custodians, along with our new business manager, will be helping. The Business Manager will take over the budget development process.

### 7. Strategic Planning Goal

- a. The superintendent reviewed the need for this committee to advocate for a Long-Range Facilities and Grounds Plan to be included and reviewed the following items for the committee to be thinking about.
- b. Long-Range Program Needs
  - i. 10 yr. Maintenance Plan
    - 1. ESSER Funded Projects
    - 2. Upkeep
    - 3. Building Upgrades
      - a. MBMS
    - 4. Heat Upgrades
      - a. Pellets are staffing intensive
      - b. Gas/Heat Pumps/Solar
    - 5. Generator Capabilities & Upgrades
  - ii. Potential Program Needs
    - 1. Superintendent's Office
    - 2. Full-time PreK
    - 3. Middle Level CTE
    - 4. FTC/MBHS Campus Needs
    - 5. Other?
- c. Initial Steps
  - i. Building Feedback
    - 1. Has been collected
  - ii. Loan Payments
    - 1. About \$327,000 will come off of the middle school project loan payment which can then be invested in facilities.

### 8. Possible Change of Date for Legislative Forum/Tour

- a. Proposed date change to March 4th, 2022 was finalized.
- b. Proposed agenda and discussion around tour, etc. as well as a general overview of the meeting was discussed.

### 9. Future Agenda Items

## Operations Committee

- a. Strategic Planning Quick Update - Harrison
- b. Future Site Visits