

Operations Committee

Agenda/Minutes

Sept. 1, 2020

5:00 - 6:00pm

Zoom meeting link will be posted on the district website.

www.mtbluersd.org

Members: Jeff Harris, Cherieann Harrison, Lisa Laflin, Dennis O'Neil

Absent: Doug Dunlap,

Other Board Members Present: Angie LeClair, Kirk Doyle, Jesse Sillanpaa

Staff Present: Tina Meserve, Bill Greenlaw, Matt Allen, Darcy Guppy

1. Election of Chair
 - a. Jeff Harris nominated Lisa Laflin as chair of the committee, Dennis O'Neil seconded the motion. Unanimous approval of the motion.
2. August site visit (Lisa Laflin)
 - a. See attached report for details.
3. Ventilation Systems (Bill Greenlaw) -
 - a. IB Controls has reviewed our HVAC systems and we are compliant with requirements. Bill shared images (see attached) of our system reports. We will manipulate, regulate, and adjust system parameters to the maximum within their capability and system configurations.
 - b. Our filters meet code even during this COVID period.
4. Coronavirus Response (Bill Greenlaw and Tina Meserve)
 - a. Health and Safety Purchases and Upgrades - Bill shared items that were ordered and received and items that we are still waiting to receive. We have significant investment in health and safety materials (see attached report).

RSU 9 Operations Committee Tour

8.17.20

In attendance: Lisa Laflin, Kirk Doyle, Wayne Kinney, Debbie Smith, Cherianne Harrison, Dennis O'Neil, Angie LeClair, Doug Dunlap, William Greenlaw

Present at facilities: Monique Poulin, Chad Brackett, Keith Acedo

The day began with William Greenlaw and Monique Poulin explaining the preparations that have been taken for students to return safely to school in the midst of a pandemic. Key things to note:

- An amazing amount of work has gone into preparations and Bill is confident that the measures they have taken are very good. This includes:
 - Working with the National Guard to secure sufficient supplies including 6,000 N-95 masks; 2,400 disposable masks, 405 gallons of hand sanitizer and 11 backpack sprayers which will allow for a non-toxic but effective nightly spraying of a botanical solution.
 - Bill discussed the HVAC monitoring that will occur and the protocols that have been established if there is an outbreak of COVID-19. There were concerns about the consistency of isolation rooms as well as the efficacy of the non-toxic spray and the long-term effect on employees. Mask use by custodians was encouraged.

Monique Poulin gave a tour of the high school, highlighting the ongoing challenges of capacity pre-pandemic. Most of the tour then focused on preparation for the return to school in the midst of the pandemic. There won't be more than 12 in classroom; decals have been ordered that will reinforce social distancing and other precautions; there will be staggered lunches with only one person to a table; and library books will be isolated for 72 hours when returned. A visit to one room demonstrated the challenges of carpet as there was a distinctive smell, and temperature fluctuations throughout the building were evident.

Chad Brackett discussed improvements to the fields at the Mt. Blue Campus. Drainage and other challenges have been worked on and the fields were looking good. Opportunities include new dugouts, scoreboards, but challenges of additional storage continue.

It was noted with pride that Mt. Blue students are "off the charts" when it comes to participation in athletics compared to peer schools.

A visit to Academy Hill brought about a lively discussion about the entrance. More needs to be done to distinguish the entrance to the school vs. the gym and make it much more welcoming. It was agreed that the beam(s) at the entrance could be better utilized and more attractive. Bill will look into commercial arts being involved in designing signage on the beams that welcomes students.

The new traffic pattern was discussed (buses and cars will enter and exit consistently with no change during the school day as currently exits). Two lanes will be created in front of the school for safe and efficient drop off. Lines will be painted diagonally in front of the school where existing parking is. This will help define the parking better and the diagonal nature will be safer than existing parking patterns.

Doors for Academy Hill are scheduled to be replaced. Lighting outside at the entrance will be a big improvement.

There was significant discussion regarding ADA accessibility and Keith discussed current plans for a student with mobility issues.

Concerns about aesthetics and safety issues were highlighted, including the rebar in the back of the building continuing to stick out of eroding concrete.

Central Supply was then visited. Bill was commended for changes that that had been made.

The bus garage was visited and tour members were pleased to meet Eric and Andrew. Safety considerations on the buses for COVID-19 were discussed, as was the need for a new bus lift. The building was sound and overall meets the district's needs.

Improvements to the Support Services building was noted and appreciated, including new siding, interior paint, and signage.

The group gathered at the end of the tour and discussed the aging workforce and low pay of bus drivers and mechanics. How to be more competitive was a question as was how to recognize employees more and develop a positive culture that in the absence of great pay would keep employees in the district.

The following priorities and observations were then noted:

- **Recognition of employees is important – how do we communicate accomplishments including the mechanics' ability to save the district significant money**
- **There should be greater equity in support service's pay**
- **Academy Hill School upgrades are critical**
- **There appears to be good communication about PPE and protocols with Central Office and Support Services**
- **Custodians have done a tremendous job preparing for school reopening in a challenging time**
- **Fresh eyes (Bill Greenlaw) will continue to advance the district. Accomplishments to date were noted and appreciated.**
- **More information about Central Office space needs is important so the Operations Committee can facilitate further opportunities.**

- **It was clear that the district is adapting to needs that are changing every day.**
- **It was clear that there was strong communication. This was witnessed when Bill and Chad were presenting especially. This should continue.**

Respectfully submitted,

Lisa Lafin

RSD09 FACILITY STATUS

HVAC / CLEANING & DISINFECTING / ADA PROGRESS AT AHS

HVAC:

Central HVAC systems (MBC & Mallett) and mechanically-based ventilation systems (all other schools) are in order and ready for opening day on September 8th, 2020. To date, all central air handling units and unit ventilators have new MERV-8 air filters installed. MERV (Minimum Efficiency Reporting Value) are ranked according to how efficiently they trap air contaminant particles of certain sizes. The higher the MERV number, the more efficient the filter. RSD09 purchases MERV-8 which is on the high end with sufficient filtration for those without allergies or asthma. The MERV rating or scale goes up to 20. These are HEPA (High-Efficiency Particulate Air) filters that trap bacteria and viruses efficiently enough to reduce the spread of infection.

The more efficient a filter, the greater the density of its media. A dense filter slows down air moving through it, forcing the fan motor to work harder to maintain optimal airflow. Filters above MERV-13 are too dense for many residential or school districts. These are likely to strain the motor and cause early failure, unless modifications are made to the system.

Choosing low vs. high-efficiency air filters requires finding a balance between efficient filtration and sufficient airflow. According to U.S. Environmental Protection Agency research, MERV 7 through 13 are almost as efficient as HEPA filters. A true HEPA filter may benefit if you have respiratory health concerns.

CO2 Sensors and Monitoring:

Carbon dioxide (CO₂) is a normal constituent of the atmosphere. Exhaled breath from our building occupants and other sources increase indoor CO₂ levels above that of the outdoor air (~400 ppm for our county). RSD09 system sensors are set to alarm at 900 ppm. Per State requirements (ASHRAE) we must not operate over 1,100 ppm. Trending levels indicate our systems operate well below the alarm set points, typically 700 - 800 ppm. Air supply and exhaust fans along with air dampeners are constantly working according to the CO₂ samples taken throughout the day, everyday.

See Fig 1 - 3 below:

Figure 1: CBS Indoor Air Quality display (quick visual report)



Figure 2: CBS Air Dampers wide open to 100% (maximum air flow)

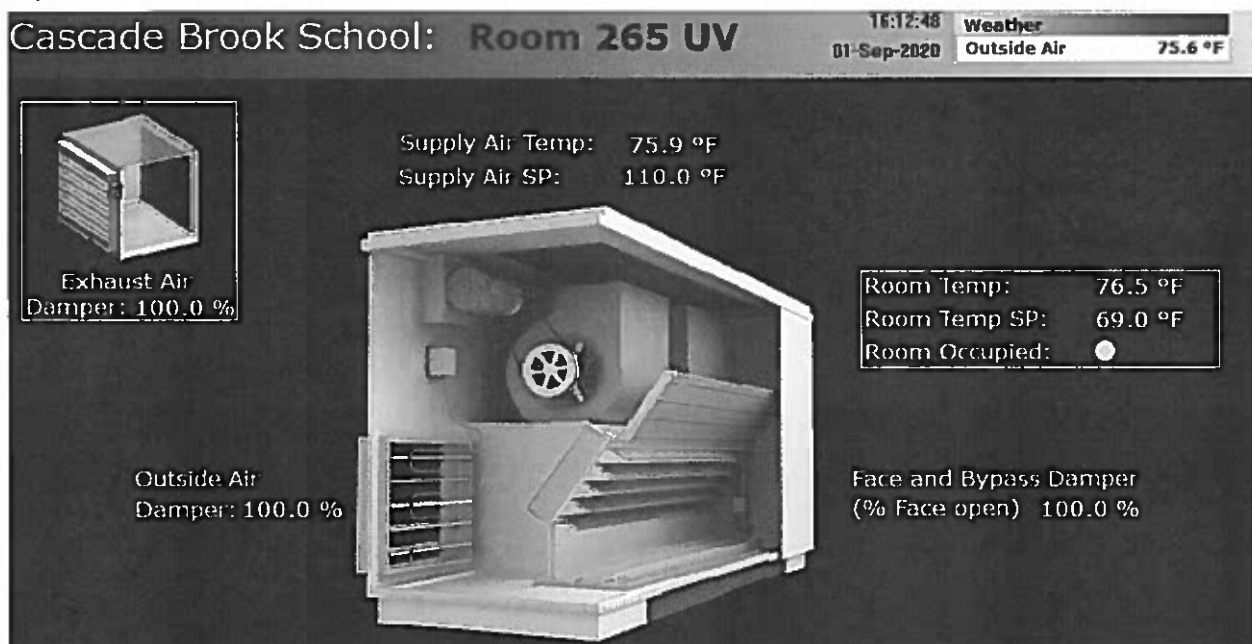
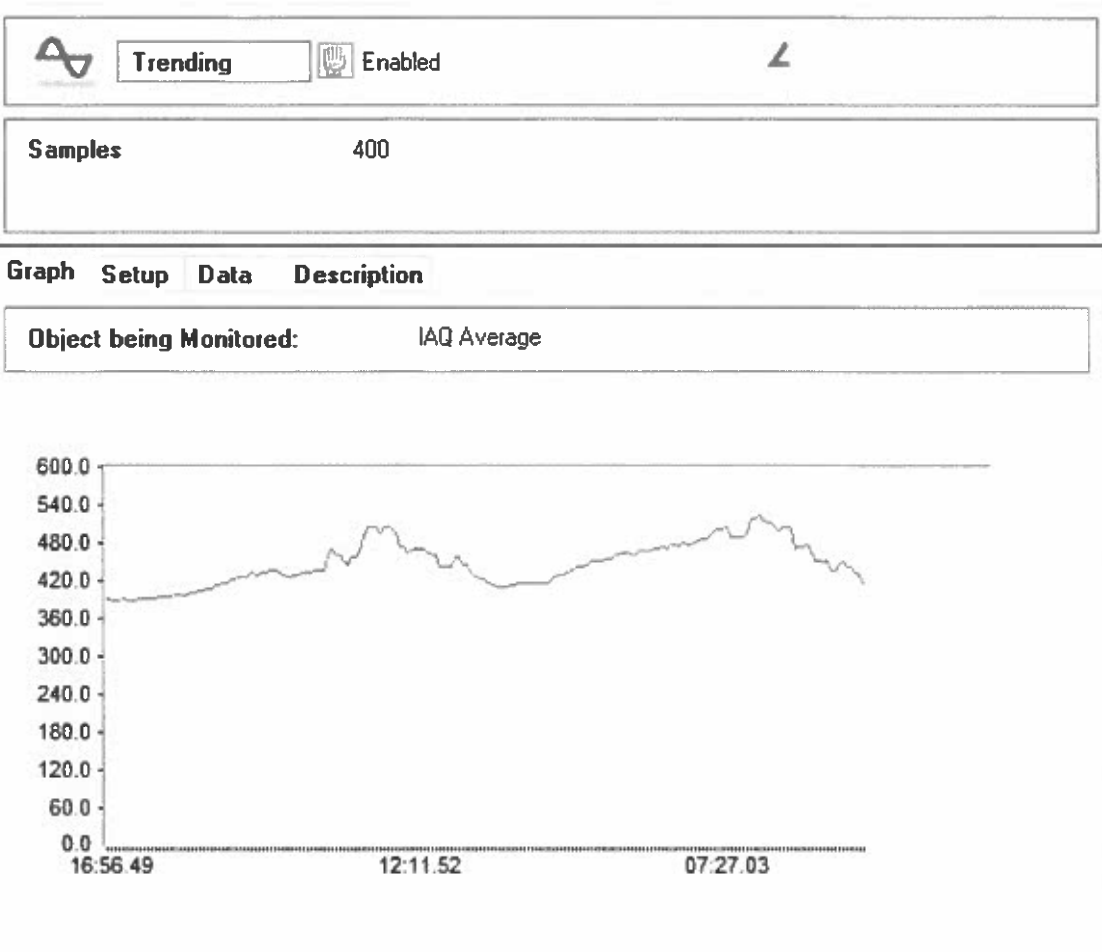


Figure 3: CBS CO2 Trending Level - 445 ppm (average)



HEALTH AND SAFETY: PRODUCTS AND SUPPLIES

During this time of preparing for the 2020/2021 school year, district and building administrators have worked together to compile a tangible list of PPE (personal protective equipment), Cleaning and Disinfecting products that will keep our school facilities, students, and staff healthy and safe.

To that end, the following is a summary of PPE items allocated by the state from the Strategic National Stockpile:

- N95 Face Masks, quantity- 6075. All have been delivered and distributed throughout the district.

- Medical gloves, quantity- 15,930. All have been delivered and distributed throughout the district.
- Disposable Face Masks, quantity- 2,423. All have been delivered and distributed throughout the district
- Cloth Face Masks, quantity- 6,008. All have been delivered and distributed throughout the district
- Gallon containers of ethyl-alcohol hand sanitizer, quantity- 405 gals. All have been delivered and distributed throughout the district

Not delivered, pending due to backorders:

- Nurses gowns, quantity- 6,075
- Clear face masks, quantity- 1,280
- Packages of hand wipes, quantity- 1,124

(latest correspondence indicates possible delivery by 2nd week in September)

Products and other supplies purchased with COVID funds are:

- Back-sprayers, quantity- 11. All have been delivered and distributed throughout the district.
- Botanical Disinfectant, quantity- 60 Gals. Delivered. More is on order- Sept 15.
- Hand sanitizer, quantity- 150 Gals. Previously backordered but delivered subsequent to State delivery.
- Electric hand sanitizing dispensers for buses, quantity- 32. All delivered and installed.
- Face Shields, quantity- 3,000 includes 2 extra lens per face shield. All have been delivered and distributed throughout the district.
- 3-Ply Face Masks, quantity- 10,000 adult & 10,000 child. Adult face masks have been delivered.

Waiting delivery for child face masks. Expect delivery by COB 9/4th.

- 3-Ply Face Masks (second delivery by 9/18th), quantity- 10,000 adult & 10,000 child.
- Trash Can, various quantities/school, ordered and delivered throughout.
- Decals, various quantities/school, ordered and delivered throughout.
- Nurses Gowns, quantity-750. In the process of delivering to nurses station throughout District.

(ordered due to state order having backlog)

- Food Court Dividers, MBC & Middle School, delivered and installed.
- White board directional signs, various quantities. Delivered and distributed throughout District.
- Fans (desk top and pedestal), various quantities. Delivered and distributed throughout District.
- Maine Trailer (20x8x8 box trailers), various quantities, delivery Tue-Thurs this week.

Not delivered, pending due to backorders:

- Desks and Chairs (Middle School & CBS), delivery expected Sept 4th-11th?
- Touchless Water Station Coolers, on order, expect delivery near 9/30 due to national backlog.
- (these are retrofit kits for our existing pushbutton water coolers)
- Portable Room Dividers, various quantities, expected delivery ~Sept 11th.
- Desk Top Dividers, various quantities, expected delivery ~ Oct 1st due to serious backlog.
- Clear Face Masks, quantity- 1,800. Mid September delivery?
- AEDs, quantity- 3. Mid September delivery?
- Science/Lab Tables, quantity- 4. Delivery date expected September 4th.
- Electrostatic Hand Sprayers (for the buses), quantity- 4. Expected delivery ~Oct 1st.
- Ø Carts (supple transport carts), various quantities, Expected delivery September 11th.

Academy Hill School - ADA/Upgrades:

- New traffic pattern set to receive buses and parents. Yellow lines have been painted to address entrance/exit, drop-off points, 60% angled parking and other lines and arrows to make traffic flow efficiently
- New stair treads have been ordered but not delivered as yet. Forecast delivery by end of this week???

- IEC has been contacted to install new LED overhead light fixture on corner of gym to light up teacher/staff parking lot
- Concrete repair work on stairs leading to gym doors scheduled for completion prior to September 8th.
- New mats are in place at the inclines next to the cafeteria: designed to prevent slippage for ADA student(s) and others.
- Open to questions...