

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center
2229 E. Buck Road, Pennsburg, PA
Facilities Committee Meeting
VIRTUAL MEETING
September 17, 2020 – 7:00 pm

CHAIR: Melanie Cunningham

MEMBERS:

Mike Elliott

Peg Pennepacker

Ex-Officio: Dr. Kerry Drake, President

Superintendent:

Dr. Allyn Roche

Director of Facilities and Operations:

Doug Kenwood

Business Administrator:

Sandra Kassel

MINUTES

1. The meeting started at 6:00 pm. In attendance was Dr. Allyn Roche, Doug Kenwood, Sandy Kassel, Melanie Cunningham, Dana Hipzser, Peg Pennepacker, Mike Elliott and David Keeny.
2. Approval of June 24, 2020 Meeting Minutes (Attachment A)
The minutes were not available for approval. They will be approved with tonight's meeting minutes in October.
3. Old Business
 - a. Major Project Review
 - i. Middle School Project Closeout
Doug reported that 3 of the 4 prime contracts closed out. Only one remains and they are working primarily outside and on a punch list. The final touches are going on the MS gym floor next week. Doug shared a rendering of the final gym floor painting.
 - ii. Marlborough and High School Secure Entrances
Doug had a progress meeting yesterday and things are taking shape. There are some supply chain issues that will push back completion until October 13th. Longer lead time for some items exist at both schools and there are several change orders. Doug also noted that there was a credit of approximately \$20,000 due to value engineering on the MARL planter. Local code inspections have been completed.
Melanie questioned security film placement on the HS windows of the security booth.

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iii. Energy Performance Contract RFP

Doug stated that RFP proposals were due next week. He expects 5 proposals based on RFIs, tours of facilities and ZOOM calls with each. He already reached out to Provident & ICS team for a timeline, and after properly vetted and interviewed, there will be a presentation to the Board.

iv. High School Library Refresh

Doug stated that met with Dr. Carpenter, Dr. Farina at the HS Library. Since enrollment at the HS is limited to Special Ed students, this would be a good time to paint and re-carpet the library. Doug will look to hire a painter and floor contractor to begin the process. Melanie asked if this needs to go out to bid. Doug stated carpeting is in the budget and thru Costars and the painting will not go over the bid threshold Mike E. added that this is a great idea and using time wisely. Peg questioned if carpet tiles were durable.

v. Tree Work – Marlborough, High School and 4-5

Doug reported that the tree work is expanding, finishing up at the high school, pruning and cutting down dead trees and trimming. 4/5 had some trees with damage from recent storms and MARL has a significant issue with dead ash trees. Doug reported an excess of 35 dead ash trees and several unsalvageable pines on the left side of the MARL entrance road. He will use Costars to contract out for tree and stump removal. Mike E. wondered if repopulating trees would be an idea for school or scout projects. Doug mentioned fundraisers or student activity funds may be another option. He will report back with any info.

vi. Marlborough Playground

Melanie brought up the split rail fence in front of MARL and suggested a hedge/arborvitae around the play area as a barrier. Dana stated he saw people working on the fence – Doug stated they replace an occasional post or rail.

Doug has met with Allie Stephens on the playground at MARL. Doug stated he is looking to see what the District would consider allocating towards a new playground set. He estimates between \$80-90,000. This would include demolition and removal of old set and setting up the new one. Doug shared a photo of a playground system that would cover 50-60 children that they were considering. Melanie questioned and Doug confirmed that the front playground equipment, which is quite old, will be demolished with the exception of the swings. Peg questioned if the playground were fenced in and if signs would be put up prohibiting off-hours use and if the District were liable for an injury. Sandy stated unless the equipment is in poor shape, an educational institution is exempt from liability.

b. Keeny Stadium Signage

The board approved that the football stadium would be named after Bill Keeny. His son David, attended virtually and stated he has been in touch with Reed Sign company and the sign would be no cost to the District. The dimensions of the press box and scoreboard sign were given and Mr. Keeny stated he thought the pressbox would be the ideal location. Peg noted that according to Naming policy the size of the sign is at the district discretion, and agreed the pressbox would be her choice. Melanie suggested a field trip to the football field to visualize

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the size of the sign. Doug and Mr. Keeny (who lives in Virginia) will set up a time to meet with Reed Sign, and any members of the Facilities Committee and go over the size and estimated cost. A photo of the proposed sign was also shared with the Committee.

c. 4th & 5th Grade Student Drop-off/Pick-up Pattern

Dr. Roche wanted to remind everyone the 4/5 Drop off and pick up pattern change is on its way. Advertising to students about the change will continue. Dr. Roche also noted that when school opens, many parents will chose to drive and that will add to the traffic congestion.

4. New Business

a. COVID-19 Cleaning & Sanitizing

Doug stated that his custodial team has rallied and become vigilant in the new cleaning procedures and practices. Changes also include different chemicals, updating SDS books and recent 4-hour training by staff on COVID with our industrial hygienist. Melanie asked if Doug had enough staff and he said he did at this time. He is waiting for electrostatic sprayers to assist in cleaning locker rooms, and high volume areas. Mike E. thanked Doug and his staff for their hard work.

b. 3rd Party HVAC Review

After some questions and public comments following the recent workshop meeting, Doug has initiated a 3rd party HVAC review at our schools. This would include cleaning air coils, outside filters and air volume inside. This is part of GESA and is planned for next week starting at 4/5. Dr. Roche noted he did not want HVAC issues being a detriment in going back to school. Melanie asked Sandy if air quality testing is done routinely. Sandy stated only if there is a possible issue.

c. Community Use of Facilities

Melanie opened up the discussion stating since the district is closed, we should stay closed for sanitation reasons. Both Doug and Dr. Roche agreed, noting that the priority is the normal school day and for the time being there will be no community use of the Facilities.

d. 4th & 5th Grade Center – Fence Surrounding Playground Area Discussion

Dr. Roche wanted to put this issue on the table. The playground area has been vandalized, and trashed and have had many issues over the summer of kids/people using the playground area. Fencing the playground area in may be in the District's best interest and they are starting to consider this option.

Misc. Business;

Melanie and Peg stated that after seeing where the MS football team at the 4/5 building change and prepare for a game, strongly suggested that the 4/5 locker rooms be made available for the football team and girls softball in spring. There are benches, lockers, showers

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and the area is bright and light. Peg stated that the district consider the unused space at the 4/5 building more. Mike Elliott agreed.

Dr. Roche will talk with AD and Mr. Vigilante about this, and Peg stated she already has had conversations with Bobby K. about this subject. Dr. Roche said he will review the information.

The meeting ended at 8:04 pm. Mike made a motion and Peg seconded a motion to adjourn.

The next meeting will be October 15, 2020.

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