

**BETHLEHEM AREA SCHOOL DISTRICT  
BOARD FACILITIES COMMITTEE  
MEETING MINUTES  
MONDAY, SEPTEMBER 13, 2010**

Mrs. Michele Cann, Facilities Chairperson of the Board of School Directors, called the meeting of the Board Facilities Committee to order at 6:03 p.m. on Monday, September 13, 2010, in the Dining Room of the Education Center. Present were School Board members Loretta Leeson, William Burkhardt, Benjamin Tenaglia, Michele Cann, Rosario Amato, Irene Follweiler, Michael Faccinnetto, Aurea Ortiz, and Eugene McKeon. Also present were Dr. Joseph J. Roy, superintendent of schools; Stacy Gober, assistant to the superintendent for finance and administration; Arif Fazil, D'Huy Engineering, Inc.; Ann Behers, operations manager; David Himmelberger, supervisor of transportation; Kimberly Rodriguez, REMS project coordinator; and representatives from the press.

The following items were discussed:

**COURTESY OF THE FLOOR TO VISITORS –**

None.

**DISCUSSION ITEMS –**

Mr. Fazil introduced number two on the agenda, Energy Update. He said that he wanted to update the board on the project and let them know that the schedule for the energy project was meeting the timelines originally set. Mr. Fazil showed the board a PowerPoint presentation of the progress of the project. He stated that the UtilityDirect data entry and facility surveys were ninety-eight percent complete, and the charette is scheduled for October. Mr. Fazil then explained the lighting surveys and said that there would be an approximate payback time of five to seven years for any lighting upgrades that would be installed. These upgrades would include replacing existing fixtures with more efficient lamps and as well as the installation of control systems. There would also be different “steps” of lighting that would be able to be used in the gym areas depending on the type of activity that was taking place. This would prevent the entire lighting system from needing to be turned on all the time, and in turn, will save energy. Mr. Fazil said that he will come back to the board for their approval on prototypes as he would like to install these systems in one elementary and one middle school gym.

Mr. Amato asked Mr. Fazil if cost data from other schools has been reviewed that have this type of lighting installed.

Mr. Fazil answered that it has been reviewed; the five to seven year payback figure was estimated on that data. Mr. Fazil then continued to explain that the power purchase agreements (PPA's) for the solar project have recently been executed, and permitting for the five solar projects was in process. Mr. Fazil reported that they are currently working with some structural concerns with the rooftop solar at East Hills Middle School. A groundbreaking ceremony will be scheduled through the superintendent's office for the solar projects. Mr. Fazil then explained the

UtilityDirect and Energy Star programs that D'Huy was using and how the data is able to be used in comparative reports. The Energy Star program compares buildings on a national basis; each individual building is only compared to a building that is similar on various levels. Currently, between nine and twelve of the Bethlehem Area School District's buildings meet the data requirements for an Energy Star label. This information will be reviewed, and Energy Star labels will be applied for buildings who meet all of the requirements. Mr. Fazil noted that although some buildings meet the initial data requirements for this label, the information must be thoroughly reviewed to ensure that all the requirements such as outside air ventilation, illumination, and thermal comfort are met as well. The Energy Star label is one that must be applied for every year. Mr. Fazil then said that lesson plans, guidebooks, and materials for energy education were recently sent to the curriculum office for review. The implementation of the education portion of the program will be reviewed by the administration. Also, implementing a district wide energy policy and guidelines are on schedule to be discussed and reviewed in February 2011.

Mrs. Follweiler asked who issues the guidelines for the Energy Star ratings.

Mr. Fazil answered that the United States Environmental Protection Agency and Department of Energy issue the guidelines.

Mrs. Leeson asked Mr. Fazil what a "charette" was.

Mr. Fazil stated that it was a round table discussion for all stakeholders that would provide an opportunity for everyone to work together.

Mrs. Leeson then asked Mr. Fazil if he had a timeline when the prototypes for the two gyms would be discussed.

Mr. Fazil said that he would inform the board at a later date.

Mrs. Cann asked what "benchmarking data" referred to and also what the "Energy Star label gets you".

Mr. Fazil answered that the benchmarking data allowed for a baseline that future data could be compared to. It would allow the district to see if they are achieving their goals by reducing usage by a designated percentage per year, and also how the district compares to other buildings. He stated that benchmarking data will be discussed in the energy policy. Mr. Fazil also said that acquiring an Energy Star label does not mean that the district will get any additional money, but it will receive recognition for achieving energy savings and it shows we are being good stewards from an energy standpoint.

Mrs. Cann asked when the district would see savings from the solar panels.

Mr. Fazil answered that the savings will be seen "as soon as they are turned on", and will depend on what the market price is for the power off the grid. The higher the market price goes, the more

the savings to the district will be since the price for the solar power is fixed for twenty years. He anticipated that the solar panels would be operational by the end of the year.

Mr. Fazil then explained agenda item three, Cell Tower Lease Update at the Transportation Department. He said that the company who is interested in leasing the district's property is not able to use the original designated location as the area is not big enough. He showed the board a map and explained the two other possible locations.

Mrs. Leeson asked if the cellular tower would be similar to the one that was placed near Clearview Elementary School.

Mr. Fazil answered that it could be, but the specific aesthetics have not been discussed. He said that the first alternative location (in front of the gated transportation yard, close to Chester Avenue) would be a good option as the base of the tower would be concealed by the existing pine trees. The second option, which would be on the side of the transportation depot, would be visible by the neighboring apartment complex. Mr. Fazil noted that the cellular company will be responsible for all zoning approvals.

After discussion, it was decided that there were no objections to the alternative locations.

Mrs. Behers introduced agenda item A, Transportation Schedule for the 2010-2011 School Year. She said that this is a standard item that appears on the agenda every year; if the district wishes to provide transportation for the students, the board must approve the schedule.

Mrs. Behers then explained agenda items B, Bid Award – Deicing Salt and Antiskid Materials, and C, Bid Award – Snow Removal. She said that for item C, the hours that were billed from the contractor for last year's services were used to analyze the bid for this year.

Mr. Tenaglia suggested bidding this item as a package next year.

Mr. Fazil stated that the snow plowing contractors are used sparingly; they are typically only used to plow the Freedom High School and East Hills Middle School campuses. He said that the unit prices allow for selective use.

Mrs. Follweiler suggested including the average number of hours in the specifications that would specify to the contractor approximately how many hours they would be awarded. She said that this could possibly get the district a cheaper rate.

The maintenance department will consider this for next year, but needs to make sure that the district is not obligated to give the contractor a defined number of hours.

Mrs. Behers then explained agenda items D, Bid Award – Fuel Oil, and E, Bid Award – School Buses.

Mrs. Cann asked when the school buses would be available.

Mr. Himmelberger answered that they are typically available within six to eight months after the order is placed. The buses would be used this school year if they were ordered soon.

Mrs. Leeson noted that the bid award for the school buses was \$4,230 over what was budgeted. She asked where the additional funds would be taken from.

Mrs. Gober answered that other budget money has been identified in savings from a salary of an employee who is on disability.

Mrs. Follweiler asked if the \$400,000 was still in the budget for school buses.

Mrs. Gober answered that it was; the original amount that was budgeted for school buses for the 2010-2011 school year was \$800,000. This was reduced to \$400,000.

Ms. Rodriguez then explained agenda item F, Approval of the Emergency Operations Plan (EOP). She said that the original EOP was presented a few years ago; the plan has been revised to include updates required by the Readiness in Emergency Management for Schools (REMS) grant that was awarded to the district two years ago. The new plan includes updates in the four components of emergency management which are: prevention/mitigation, preparedness, response, and recovery.

Mrs. Leeson asked about the large EOP binder that was given to the school board when the plan was originally approved. She said that the new plan presented was condensed from the original binder and asked what was different.

Ms. Rodriguez explained that the large EOP binder is still the same. The plan summarizes everything that is in the binder. The EOP binders are specific to each building and updated every year.

#### **AGENDA ITEMS FOR THE SEPTEMBER 27, 2010, REGULAR BOARD MEETING –**

After discussion, the board committee agreed to bring the following agenda items to the September 27, 2010, Regular Board Meeting:

- A. Transportation Schedule for the 2010-2011 School Year
- B. Bid Award – Deicing Salt and Antiskid Materials
- C. Bid Award – Snow Removal
- D. Bid Award – Fuel Oil
- E. Bid Award – School Buses
- F. Approval of the Emergency Operations Plan

## **COURTESY OF THE FLOOR TO VISITORS –**

Steven Antalics, 737 Ridge Street, Bethlehem: Mr. Antalics believed that the school board's "confidence is improved by Mr. Tenaglia's presence". He said that his appointment to the board is critical and well accepted.

## **OPEN FORUM –**

Mrs. Follweiler requested that a copy of Mr. Fazil's PowerPoint presentation be sent to the board on a monthly basis.

Mr. Amato asked when the Martin Tower TIF would be discussed. He noted that it was on the finance agenda for this month and then removed.

Mrs. Cann said that Mr. Amato's question would be more appropriate for the Open Forum discussion at the Board Finance Committee Meeting.

Mrs. Leeson said that the discussion on the Martin Tower TIF would not take place tonight as the board decided that they were not prepared to discuss it and needed more time to review the documents.

Mr. Amato said that he was concerned about this item and would like to discuss it as there were timelines on the state funding.

Mrs. Cann told Mr. Amato that the board was not permitted to discuss it as it was not on the agenda for public discussion. She also said that at the last Finance Committee Meeting, it was decided that the board still had too many questions on the TIF to make a decision.

Mr. McKeon suggested deferring the Martin Tower TIF discussion until the Beth Works TIF was resolved.

Mrs. Leeson stated that it is critical that the board have a full understanding of the Martin Tower TIF before a decision is made. She suggested having an independent review of the TIF.

After further discussion, it was decided that the Martin Tower TIF discussion would appear on the agenda for the October 4, 2010, Board Finance Committee Meeting.

The meeting was adjourned at approximately 7:26 p.m.

Minutes prepared by:

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Kristen M. Snyder, Secretary to the Director of Facilities and Operations

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Ann Marie Behers, Operations Manager