

**Watertown School Committee
Buildings and Grounds Subcommittee
Tuesday, November 22, 2016
Phillips School, 3rd Floor
5:30pm – 6:30pm**

Subcommittee members present: Eileen Hsu-Balzer, Kendra Foley

Subcommittee member not present: Elizabeth Yusem

School Administration Staff: John Brackett, Steve Romanelli

Capital Budget FY17 Update and FY18 Proposal

- Projects from the FY17 capital budget were reviewed and discussed at all five schools.
- Steve Romanelli will be meeting with each principal over the next few weeks to gather capital needs to be plugged into the FY18 – FY22 capital planning budget. A facilities study sponsored by the town, which is completed every 10 years, will include a building-by-building review along with a narrative and spreadsheet for each town building. This study should be complete by late December 2016. This will also serve as a guide for the school's five year capital planning. There will be another buildings and grounds subcommittee meeting in December for an update on the FY18 capital budget recommendations. These recommendations will be presented at the January School Committee meeting. A final list of school capital improvement work will be presented to the town by January 14, 2017.

Facilities Master Plan Study Update

- The final master plan report will be received next week. The plan will be presented by SMMA to a joint SC/TC meeting in mid-December. This will kick off the next phase of work as we begin to look at next steps and consider what technical assistance we will need to move us through the next phase.
- There will be an effort to include placeholder numbers in the capital plan to reflect some possibilities presented in the master plan.

Watertown Middle School Windows Update

- The work for the windows went out to bid and they hope to award the bid in January 2017.
- Windows have long lead times (16-20 weeks) and there are very few manufacturers who make this type of window. The goal is to start work on the project by the end of May/early June. Project is larger than the summer, so if we get started in May, they should be complete by October. Any school time work will be after 2:30pm.
- Funding is in place and the loan order has been approved.
- This project is in partnership with the MSBA, which means we will receive a 48% reimbursement from the state.

Submitted by Kendra Foley