

*Ms. Mary A. Manning
Mr. Manny Cruz
Ms. Amanda Campbell*



*Ms. Beth Anne Cornell
AJ Hoffman
Ms. Veronica Miranda*

Mayor Dominick Pangallo, Chair

“Know Your Rights Under the Open Meeting Law, M.G.L. c.30A § 18-25 and
City Ordinance Sections 2-2028 through 2-2033”

DATE POSTED: January 10, 2024

BUILDING & GROUNDS SUBCOMMITTEE MEETING

Notice is hereby given that the Salem School Committee Building & Grounds Subcommittee will hold a **Building & Grounds Subcommittee meeting on Tuesday, January 16, 2024 at 6:30 p.m.** to discuss the topics below. The meeting will be held online via zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/83152420833?pwd=fEj4XnaPYCExPGYYoCaTsHAnW1Eh9J.1>

Passcode: 514139

AGENDA

- a. Approval of Building & Grounds Subcommittee meeting minutes from 9/18/23 (revised) and 10/16/23
- b. Facilities use request for Saltonstall School by General Consul, Dominican Republic
- c. Draft presentation of FY25 capital requests

Respectfully submitted by,

Mindy Marino

Executive Assistant to the Superintendent

“Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator at (978) 619-5630 as soon as possible and not less than 2 business days before the meeting, program, or event.

**Salem Public Schools
Salem School Committee
BUILDING & GROUNDS SUBCOMMITTEE
Meeting Minutes
September 18, 2023**

On September 18, 2023 the Building & Grounds Subcommittee held its regular meeting using a hybrid model, connecting via the Zoom on-line meeting platform and convening in-person.

Members In Attendance: Ms. Mary Manning and Ms. Veronica Miranda

Members in Attendance Virtually: Mr. Manny Cruz

Others in Attendance: Superintendent Dr. Stephen Zrike, Ms. Elizabeth Pauley, Mr. Zissis Alepakis, and Ms. Elizabeth Golden

Call of Meeting to Order

Ms. Miranda called the meeting to order at 5:30pm. Agenda items to be discussed are preparations for the heating season for Salem Public Schools.

Mr. Alepakis notes the intention for the building and services department is to ensure all SPS buildings and facilities are safe, clean, accessible and welcoming. Ms. Alepakis plans to effectively communicate and enforce safety protocols in all facilities, schools, and outdoor spaces. Also to provide continuous access to safe, quality play spaces through implementation of Salem's playground master plan. The last audit of the heating, ventilation, and air conditioning systems was in 2021 led by Leftfield. At this time, up to six boilers will likely need to be replaced within the next 2-5 years; at this time, the remaining 13 boilers do not appear to need replacement for 5+years.

Mr. Alepakis gives a review on how the boilers work and how they are operated. Each heating system is rated as good, fair, poor, and failed. The current challenges are two boilers completely offline at Horace Mann and Collins Middle School. There are also older boilers approaching the end of their lifespan. Repair parts are very hard and impossible to purchase. There is a significant cost for repairs; 75-85% of the annual Building Maintenance budget line is spent. In Spring 2023, there was an estimated \$1,000,000 needed for HVAC Capital needs. Right now we are looking to ESSER (Elementary and Secondary School Emergency Relief) for potential additional support.

Mr. Alepakis notes the immediate priorities are to get the two offline boilers online at Horace Mann and Collins Middle School as well as rent an alternative heat source for the auditorium which would cost \$1700 monthly. The near term priorities are preparing for the 2024 cooling season, working with the City of Salem to expand HVAC capacity with an external mechanical contractor, and looking for grants to do an assessment of all HVAC equipment and systems.

The longer term priorities are to replace boilers at Bates, HMLS, and WHES and repair the Glycol feeders around the district. Other related considerations include developing a plan for replacing roofs and a plan for replacing generators district wide. The next steps as of right now will be to address the urgent priorities noted. For all schools, starting on October 15th when the heat is turned on each school will be inspected to address what needs to be done in classrooms and all spaces for the heating season. Also, establish a contract with a back-up boiler company and track ongoing projects through Operations Hero.

Ms. Manning asks why we stopped using a third party for maintenance needs?

Ms. Pauley notes we are looking to use a third party again; instead of the building services staff.

Dr. Zrike asks how concerned are we for the boilers failing?

Mr. Alepakis notes we are worried for the Horace Mann boilers at this time. He has looked into renting a boiler.

Ms. Pauley notes the two most urgent matters are Horace Mann and Collins Middle School.

Ms. Miranda notes in terms of sustainability - is that an option for any of the buildings?

Mr. Alepakis notes we want to take sustainability into consideration.

Dr. Zrike notes we do need to engage the city as well. There needs to be more preventative maintenance. This is an opportunity to create better efficiencies that should be shared across the schools and the cities. There should be a joint relationship around it.

Mr. Alepakis notes the future plans and will be looking into energy efficiency units as well as looking for grants to update assessments.

Ms. Manning would like to hear back on additional heating concerns and how to solve the bigger picture on how to get ahead of the game.

First is a discussion with the mayor and city and then it is a budget issue. We have to be firm on what we want to do jointly.

Dr. Zrike notes it would be best for someone to give us some direction. This larger comprehensive look on the portfolio. These are major long standing issues.

Ms. Miranda makes a motion for a roll call vote. Mr. Cruz makes a motion and seconded by Ms. Manning. A roll call vote is taken.

Ms. Manning	Yes
Mr. Cruz	Yes
Ms. Miranda	Yes
Motion carries	3-0

Meeting adjourned at 6:44pm

Respectfully submitted by,

Krista Perry

Executive Assistant to the School Committee and Superintendent

**Salem Public Schools
Salem School Committee
BUILDING & GROUNDS SUBCOMMITTEE
Meeting Minutes
October 16, 2023**

On October 16, 2023 the Building & Grounds Subcommittee held its regular meeting using a hybrid model, connecting via the Zoom on-line meeting platform and convening in-person.

Members In Attendance: Ms. Mary Manning

Members in Attendance Virtually: Ms. Veronica Miranda and Mr. Manny Cruz

Others in Attendance: Superintendent Dr. Stephen Zrike, Ms. Elizabeth Pauley, Mr. Zissis Alepakis, and Ms. Elizabeth Golden, Mr. Richard Stafford, and Mr. Neal Duffy

Call of Meeting to Order

Ms. Miranda called the meeting to order at 5:34pm.

Ms. Manning makes a request to discuss conditions of the track with Mr. Richard Stafford first.

Ms. Miranda agrees to take this agenda item out of order. Ms. Miranda states that Mr. Cruz arrives virtually to the meeting at 5:40pm.

Mr. Stafford would like to highly suggest resurfacing the track field as it will be much more affordable to do so now rather than waiting. If you wait until another winter in our area, the track may have to be completely redone instead of only resurfacing. Mr. Stafford also notes to be aware of the growing trees on the Salem hospital side of the track as this can cause a moss build up on the track as well.

Mr. Alepakis notes we already have maintenance scheduled for the track in Spring 2024.

Mr. Stafford is recommending that the track be inspected for maintenance before the first snowfall.

Mr. Alepakis notes the updates on the heating, ventilation, and air conditioning updates. As a reminder, Mr. Alepakis gives a breakdown of what exactly is HVAC. Heating, which begins in October, controls the boilers, controls, roofs, and generators. Ventilation: air flow consisting of changing air filters and servicing exhaust fans. Air conditioning, cooling ending in September, consisting of the chillers and compressors. Currently there are 12 chillers in the district ranging from 4-23 years old. Recommended life span for a chiller is 15-20 years. There is one chiller at Bates, Carlton, Horace Mann, Salem High, and Witchcraft. Saltonstall has three chillers and Collins has four chillers. Bentley does not have a chiller.

Mr. Alepakis further explains the four main components of a chiller and how they run noting the expansion valve, condenser and heat exchanger, compressor, and evaporator. The chiller conditions and ratings from a 2018 assessment to present day are as follows:

Collins has failed due to the blown coils in the chiller. Carlton is poor due to a lost connection to the chiller from the front end computer. Bates and Horace Mann chillers rated as fair. Salem High School and Saltonstall rated as good and Witchcraft cooler rated as excellent.

The plan for Spring 2024 for addressing issues and fixing repairs are as follows:

all chillers need leak checks to see if refrigerant is needed, coil cleaning and inspections for compressors on chillers at Salem High and HMLS; all others will be checked, 3 out of 4 chillers at Collins have blown coils, and Carlton chiller must be turned on/off manually due to failed controls.

Mr. Alepakis next agenda item pertaining to roofs. Salem Public Schools have approximately 543,000 sq ft of roof and roof styles vary across the buildings. Roof repair and replacements have been a part of the Salem Public Schools capital request to the city; in 2023 the request included funds for Bates, HMLS, Carlton, WHES, and Saltonstall. In the Summer of 2022, 9,500 sf of wet and/or damaged/delaminated underlying rigid board roof insulation was removed and replaced at Collins Middle School. The cost was \$282k and this was a major Capital Improvement Project for FY23. The building services department performs monthly walkthroughs on all roofs to clear roof drains of debris, remove any debris, and ensure equipment is secure. The schools with solar roofs are Bentley, Witchcraft, Saltonstall and Collins.

Mr. Alepakis also notes the heating preparations for winter 2023-2024. Over the next couple weeks, the Facilities team will be preparing to switch Salem Public Schools buildings from cooling to heating. As part of the switch over, each boiler system is tested to ensure that it is in working order, and to elevate any repairs that are needed before the cold months arrive. Senior custodians will perform equipment checks to flag anything that will need to be repaired and outside contractors will perform technical maintenance and repairs. By the end of October, a boiler and an HVAC company will have inspected all HVAC items, and our controls contract will be underway and ensuring that the controls are being monitored. Once we switch from cooling to heating, we will be able to identify any other issues that arise. Longer term, we are working on a mechanical contract to better service all facilities.

Mr. Cruz asks Ms. Pauley if there is currently any federal funding to assist in the modernization of school buildings that we can apply for?

Ms. Pauley notes she does not know of specific opportunities but like Mr. Cruz is aware of what might be available in the near future for funding that we may be eligible for.

Ms. Manning makes a request to have the September 18th Building and Grounds meeting minutes revised before approving.

Mr. Cruz notes the updates on hiring/open positions in regards to Building & Grounds will need to be discussed at a future meeting due to technical difficulties.

Ms. Miranda makes a motion to adjourn and Ms. Manning seconded. A roll call vote is taken.

Ms. Manning	Yes
Mr. Cruz	Yes
Ms. Miranda	Yes
Motion carries	3-0

Meeting adjourned at 6:35pm

Respectfully submitted by,

Krista Perry

Executive Assistant to the School Committee and Superintendent



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

Office of the Mayor

January 8, 2024

Enrique García
General Consul
Dominican Republic
891 Centre Street
Boston, MA 02116

Honorable Consul García,

On January 3, 2024, I welcomed Nelys Peña De Rodríguez of the Central Electoral Board to Salem City Hall to receive the JCE's request for the use of a Salem Public School facility, the Saltonstall School, on Sunday, May 19, 2024, for the purposes of conducting overseas voting for the Dominican Republic's 2024 election.

By this letter I am offering my approval of this request. I have spoken with the Superintendent of Public Schools, who also is amenable to the use of the facility on this date. We will present the request to the School Committee for their review and approval, per the district's school use policy, at the first opportunity. I wish the very best to the JCE and to yourself for the successful administration of this year's election and am grateful for your outreach in furtherance of the civic engagement of our community's Dominican residents.

Sincerely,

Dominick Pangallo
Mayor
City of Salem

CC: Nelys Peña De Rodríguez, Encargada OSE Boston
Dr. Stephen Zrike, Superintendent of Salem Public Schools