

**Tisbury School Committee  
in Joint Meeting with the  
Tisbury School Building Committee – Design/Construction Phase  
and Tisbury School Advisory Board  
4:00PM, Tuesday, December 13, 2022  
by Zoom Cloud Conference**

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**TSC Members Present:** Acting Chair Michael Watts, Jen Cutrer,  
**TSBC Members Present:** Chair – Michael Watts, Connie Alexander\*, John Custer,  
Sean DeBettencourt, Rita Jeffers,  
**SAC Members Present:** Chair John Custer, Meredith Goldthwait, John Guadagno,  
Caitlyn Lundberg, Lisa Phelan, Jane Taylor, Sarah Ward,  
**Others:** Marni Lipke – Recorder, Lisa Phelan, WT Rich - Evan Moore,  
CHA Projects – Aditya Modi, Michael Owen,  
**Staff:** John Custer – Principal, Asst. Prin. - Melissa Ogden,  
Richie Smith – Superintendent,  
Mark Friedman – Business Administrator,  
Whitney Burke, Sean DeBettencourt, Hope Fecitt,  
Meredith Goldthwait, Rita Jeffers, John Mode, Jane Taylor,  
Ann Williamson,  
**Town:** FinCom – Jynell Kristal,  
**Press:** Louisa Hufstader -Vineyard Gazette,

\* TSC/TSBC members late arrivals or early departures

- The Tisbury School Committee (TSC) was called to order at 4:06PM.
- The Tisbury School Building Committee Design/Construction Phase (TSBC) meeting was called to order at 4:06PM with four present.
- The Tisbury School Advisory Council (SAC) was called to order at 4:06PM.  
(*Recorder's note: Discussions are summarized and grouped for clarity and brevity.*)

I. Approval of Past Meeting Minutes

A. School Committee (TSC)

- ON A MOTION DULY MADE BY MS. JEN CUTRER AND SECONDED BY MR. MICHAEL WATTS THE MINUTES OF THE FOLLOWING TISBURY SCHOOL COMMITTEE MEETINGS WERE UNANIMOUSLY APPROVED (2 AYES, 0 NAYS, ABSTENTIONS AS ABSENT):

- SEPTEMBER 7, 2022, SEPTEMBER 14, 2022,  
- OCTOBER 11, 2022  
- NOVEMBER 7, 2022;

MS. CUTRER—AYE, MR. WATTS—AYE.

B. School Building Committee (TSBC)

- ON A MOTION DULY MADE BY PRINCIPAL JOHN CUSTER AND SECONDED BY MR. SEAN DEBETTENCOURT THE MINUTES OF THE FOLLOWING TISBURY SCHOOL BUILDING COMMITTEE MEETINGS WERE APPROVED (4 AYES, 0 NAYS, ABSTENTIONS AS ABSENT):

- OCTOBER 11, 2022

- NOVEMBER 7, 2022;

MR. DEBETTENCOURT—AYE (ABSTAIN NOVEMBER 7, 2022) MS. RITA JEFFERS  
—AYE, PRIN. CUSTER—AYE, MR. MICHAEL WATTS—AYE.

## II. School Building Committee (TSBC) Report

### A. Project Update (See below: Actions.)

- After several months of joint meetings to facilitate the move to the temporary school/modulars, the TSBC Co-Chairs proposed separate meetings as the TSBC would now be dealing with specific project issues: improving communications, detailed construction updates and challenges, grant funding opportunities/outreach, etc.
- The move to the temporary school was completed with some positive feedback and some requests for further work. Move-in felt like another first day of school.

#### 1. Owner's Project Manager (OPM)

The move was a big task and compliments went to Prin. Custer, Assistant Principal Melissa Ogden and teachers on their excellent preparatory work. Completed campus components were targeted for the return from winter holidays.

- Lunchroom renovation/relocation at the American Legion was almost completed.
- Some furniture and equipment was donated to the Boys and Girls Club and some put in long term storage, some had to be surplussed, e.g. re: the change from gas to electric. Selected new furniture was being ordered to take advantage of current sales/value.
- Hopefully there would be a report on possible savings by January 1, 2023, and the Town would continue to look for grants to protect the contingency reserves.

#### 2. Construction Manager's Update (See documents on file.)

- The final Guaranteed Maximum Price (GMP) was executed, with ~ \$59,470,000 in awarded contracts and ~ \$3,670,000 un-awarded.
- Current work was on landscaping, site improvement, playground equipment, temporary support for excavations, and exterior window restoration.
- Despite some delays (plumbing, insulation/heat-trade units, roof bubble) the temporary/modular campus was 99% completed including lighting, walkways, signage, drop-off/pickup, etc. The Certificate of Occupancy was awarded November 28<sup>th</sup> and the opening date was December 5<sup>th</sup>.
- After Hazardous materials (hazmat) abatement the gym was demolished, the area leveled and the surveyor and architect were working on existing conditions.
- The existing building was prepped for hazmat abatement, which would start on the 3<sup>rd</sup> floor and move down. Various Mechanical/Electric/Plumbing (MEP) systems were cut and capped. Construction fencing, gates and scrim was installed.
- After the new year, work would move along quickly, secant pile (foundation) drilling, selective interior demolition, west side erosion control, site demolition and stripping/stockpiling of loam. Drainage/infiltration structures would be constructed as quickly as possible.

- The Town received a noise complaint and there was a brief explanation of past and future noise levels (breaking up concrete, secant pile drilling, large equipment, excavation, etc.). To protect the existing building, an independent company would monitor vibration levels during secant pile drilling.

\* Connie Alexander entered the meeting at 4:34PM.

#### 3. Architect's Update – None

## VI. Public Comment

- The SAC questioned the safety of the outsized (temporary) transformers installed on poles during the Eversource push to get power to the site (see 10/11/22 Minutes p.3 #VI A & below: Actions).
- A monthly newsletter (vetted for security issues) would be posted on the Project Website.
- In response to a question, there was a brief update on work on the American Legion/ School lunch renovations (plumbing, flooring, electricity—see above p. 2 #II A 1).
- Thanks went to Building Inspector Ross Seavey and Assistant Superintendent John Stevens for their behind-the-scenes coordination.

## Adjournment

• **ON A MOTION DULY MADE BY MR. DEBETTENCOURT AND SECONDED BY MS. CONNIE ALEXANDER THE TISBURY SCHOOL BUILDING COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 4:42PM: 5 AYES, 0 NAYS, 0 ABSTENTIONS: MS. JEFFERS—AYE, MS. ALEXANDER—AYE, MR. DEBETTENCOURT—AYE, PRIN. CUSTER—AYE, MR. WATTS—AYE.**

## X. Superintendent's Report

Superintendent Richie Smith praised the School staff and community as a model for the entire Martha's Vineyard Public Schools (MVPS) in resilience, dedication and welcoming touches for the students. Staff was moving ahead day-by-day.

A. All Island School Committee (AISC) (See below: Meetings/Events.)

B. Student Support Services Update – Tabled

## VI. Financial Report

Prin. Custer, Chair Michael Watts, TSBC member Ms. Alexander echoed Supt. Smith's remarks on the staff's hard work, students' happiness and universal positive feedback. Prin. Custer admitted the first day was stressful but rewarding. Students and teachers noted the differences, brighter lighting comfortable heating, and great bathrooms.

A. Fund Balances (See documents on file.)

There were no concerns.

~ \$40,000 Revolving Lunch balance showed State reimbursements.

- The School Choice fund balance reflected both revenue and spending. \$100,000 was committed to the Fiscal Year 2023 (FY23) budget (see 3/15/22 Minutes p.3).

B. School Choice Funding Request

As discussed with TSC Chair Amy Houghton:

• **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED (2 AYES, 0 NAYS, 0 ABSTENTIONS) WITHDRAWAL OF \$1,500 FROM SCHOOL CHOICE FUNDS FOR YMCA INVOICES FOR CHILDCARE SPACE AND STAFFING FOR TISBURY SCHOOL CHILDREN ON NOVEMBER 21-22, 2022; MS. CUTRER—AYE, MR. WATTS—AYE.** (This was a modest cost for childcare for ~ 50 students—see 11/7/22 Minutes p.3 #IV A & B.).

• **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED (2 AYES, 0 NAYS, 0 ABSTENTIONS) WITHDRAWAL OF UP TO \$12,775 FROM SCHOOL CHOICE FUNDS TO PURCHASE 100 STEEL BARRICADES FROM SONCO PERIMETER SECURITY; MS. CUTRER—AYE, MR. WATTS—AYE.** The barriers would be use to section off the Emergency Services Facility (ESF) field for physical education classes. 3 quotes were obtained and purchase was more economical than rental, especially as the Town could use the barriers for events and crowd control.

#### D. Fiscal Year 2024 (FY24) Budget

This was a preliminary look at a basic draft showing only statutory and contractual increases, at \$604,000 or 7.63% increase mostly driven by a-typical collective bargaining agreements and the highest inflation spike in 50 years. These high increases were not expected to continue in following years.

- The Superintendent's Shared Services Office (Central Office) was up 5.97% but Tisbury's assessed share was up \$110,000 or 7.57%.

- \$470,000 in collective bargaining contracts increases included:

- \$168,000 in Cost of Living Adjustment (COLA),
- \$152,000 in almost universal changes to steps (almost 1.5% of the increase),
- \$6,800 in lane changes,
- one time payments for two of the bargaining units,
- modest longevity (contract change from 13 year qualification to 10 years),
- night shift, Special Education (SpEd), and interpretation differentials,
- 3% dental increase.

- Tisbury School student transportation was slightly down (\$3,340). Student accident insurance was modestly increased.

- Power/light was reduced since the existing building was now the purview of the Construction Manager, and only modular/temporary school fuel was needed, however this was balanced by electricity price spikes versus heating oil elimination.

- New campus maintenance (including salting/snow removal) was also an unknown.

#### D. Approval of School Project Invoices (See documents on file.)

• The Owners Project Managers (OPM) CHA Projects reviewed all invoices and sent documentation the Tisbury Select Board.

• **ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE UNANIMOUSLY APPROVED AND RECOMMENDED THE FOLLOWING INVOICES TOTALING \$1,432,170.61:**

- CHA NOVEMBER 25, 2022 INVOICE FOR \$25,500.00,
- W.T. RICH NOVEMBER 30, 2022 INVOICE FOR \$1,286,403.00,
- TAPPÉ ARCHITECTS NOVEMBER 23, 2022 INVOICE FOR \$48,125.00,
- RDA SOFT NET DECEMBER 5, 2022 INVOICE FOR \$8,493.75 (IT work),
- CARROLL'S M.V.R.T. OCTOBER 31, 2022 INVOICE (# 35951) FOR \$5,966.40,
- CARROLL'S M.V.R.T. NOVEMBER 14, 2022 INVOICE (# 7950) FOR \$8,030.67,
- CARROLL'S M.V.R.T. NOVEMBER 11, 2022 INVOICE FOR \$2,262.50,
- CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$10,221.58,
- CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$17,619.34,
- CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$2,304.61,
- CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$5,047.00,

- CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$4,134.25,
  - CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$5,966.40,
  - CARROLL'S M.V.R.T. NOVEMBER 28, 2022 INVOICE FOR \$173.00,
  - ENVIRONMENTAL PARTNERS GROUP AUGUST 9, 2022 INVOICE FOR \$485.20,
  - ENVIRONMENTAL PARTNERS GROUP SEPTEMBER 6, 2022 INVOICE FOR \$802.59,
  - ENVIRONMENTAL PARTNERS GROUP OCTOBER 19, 2022 INVOICE FOR \$205.32,
  - F.R. MAHONY & ASSOCIATES INVOICE FOR \$430.00;
- MS. CUTRER—AYE, MR. WATTS—AYE.

E. Grants – No action needed.

V. School Staff Comments (See below: Actions.)

- The staff spoke of the move and return to business as usual. The bright artificial lighting would possibly need adjustment. When the existing building exterior lighting was turned off everyone in the neighborhood noticed the difference.
- Staff expressed gratitude for the new contract, referencing hard work, two years of Covid pandemic disruption, construction project disruption and politics, and their ongoing inspiration and dedication to students. The current post pandemic situation with the resurgence of other flus and student absences was noted.
- The modulars were now a school. Students were excited to tour their community role models (see 1/11/22 Minutes p.4 #D) around the temporary school, showing off the new equipment and space. The press was also excited.
- The kindergarten needed a larger outdoor play area.

Adjournment

- ON A MOTION DULY MADE BY MS. MEREDITH GOLDTHWAIT AND SECONDED BY MR. JOHN GUADAGNO THE TISBURY SCHOOL ADVISORY COUNCIL MEETING UNANIMOUSLY ADJOURNED AT 5:35PM: MR. GUADAGNO—AYE, MS. JANE TAYLOR—AYE, MS. GOLDTHWAIT—AYE, MS. CAITLYN LUNDBERG—AYE, MS. LISA PHELAN—AYE, PRINCIPAL CUSTER—AYE.
- ON A MOTION DULY MADE BY MS. CUTRER AND SECONDED BY MR. WATTS THE TISBURY SCHOOL COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 5:35PM; 2 AYES, 0 NAYS, 0 ABSTENTIONS: MS. CUTRER—AYE MR. WATTS—AYE.

Appendix A: Meetings/Events:

- AISC – Following MVRHSC, Wednesday, December 21, 2022 – Zoom
- TSC – (TBD) 4:00PM, Tuesday, January 10, 2022 – ESF/Zoom
- TSBC – (TBD)

continued >

**Appendix B: Actions**

- Mr. Watts/Ms. Jeffers:
  - set up regular communications with staff;
  - devise/implement plan on where/who to get information from and who to give it to.
  - devise/implement community communications;
  - reconvene working group on exterior & interior finishes;
- W.T. Rich/CHA-Daedalus:
  - deliver modulars operation manuals, etc.
  - contact School normal furniture vendor re: grant access;
  - give Town/TSC/TSBC two-week noise notice;
- Prin. Custer W.T. Rich/CHA-Daedalus – revisit kindergarten outdoor play area.
- Prin. Custer/Mr. Grande/Mr. Metell
  - work with Eversource on replacing temporary transformers;
  - add more solar powered lighting to parking lot and walkways.
- Prin. Custer – distribute FY24 Budget Version #1.0 to SAC.
- January TSC Agenda:
  - Minutes: 12/13/22
  - FY24 Budget, Version #2.0
  - Votes to formally surplus various equipment/ furniture,
  - Alternate funding sources list (grants, donations, etc.) for School Building Project

**Appendix C: Documents on File:**

- Agenda (2 p.) 12/13/22
- Tisbury School Fund Balances Fiscal Year 2022-2023 12/9/22
- W.T. Rich Company, Inc. 12/13/22 SBC Meeting: Construction Manager's Update
- Tisbury School Budget for 2023-2024, Version #1, November 7, 2022 (5 p.)
- Tisbury School FY'24 Budget Analysis, Version 1.0, Tisbury November 7, 2022
- Tisbury School Addition and Renovations Project, Invoices for Period: November 01, 2022 – November 30, 2022
- Tisbury School Project Groundbreaking poster 12/10/22
- Chat:
  - Caitlyn Lundberg to Everyone (5:09 PM)- what percent increase is planned for power and electricity... nevermind - I did the math yes 20%
  - Caitlyn Lundberg to Everyone (5:28 PM) - I will echo other positive remarks - from a parent perspective, the move to the temp school has gone exceptionally well. Huge kudos to all teachers, staff and the committee. I can tell you students seem happy and the adjustment has been very smooth.

Minutes respectfully submitted by Office On Call/Marni Lipke.

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Marni Lipke – Recorder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amy Houghton – TSC Chair

\_\_\_\_\_  
Date

Minutes approved 1/10/23