

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING  
WEDNESDAY, JULY 24, 2019**

**Minutes**

School Board Members Present: Mike Decarreau-President, Alex Yin-Clerk, Matt MacNeil, Tori Cleiland,  
Margaret Bass

Administration Present: Sean McMannon-Superintendent, Rebecca Goulet-Finance Manager

Others Present: None

1. Meeting called to order at 6:35pm
2. Agenda Review and Adjustments: "Approval of Bills" was added to Consent Agenda
3. Public Comments:
4. Consent Agenda:
  - a. Minutes of meetings: June 12, 2019
  - b. Approval of Bills

Action: Motion was made by Matt MacNeil to accept the Consent Agenda with the "Approval of Bills" added.  
All in favor

5. Executive Limitations(Policy Section 2):
  - a. Policy Title: Financial Conditions and Activities
    - i. Discussion/Approval: Authorization of New Checking Account to Manage Act 154 Payroll Requirement

Discussion: Supt. McMannon and Finance Manager Goulet reiterated the purpose of Act 154 and the request to open a separate and non-interest bearing checking account meet the requirements of Act 154.

Action: Motion was made by Tori Cleiland to authorize the WSD administration to open a new checking account to manage the Act 154 payroll requirement. All in favor.

- b. Policy Title: 2.6 Asset Protection
    - i. Discussion/Approval: Selection of Owner Project Manager (OPM)

Discussion: President Decarreau reviewed the process for hiring an OPM and described the two candidates including some details from their proposals and interviews. Supt. McMannon referenced his memo that was included in the board packet which included that the Vermont Agency of Education (AOE) had granted a bid waiver via email since we only had two applicants and need three to meet bid requirements. Member Yin told the board that both applicants were of high quality and Barden rose to the top because of his school renovation project experience in VT and his detailed approach to the interview.

Action: Motion was made by Alex Yin to approve Barden Inspection and Consulting Services, Inc. as the Owner Project Manager (OPM) for the Capital Project contingent upon an official bid waiver from the Vermont Agency of Education (AOE). All in favor.

- ii. Discussion/Approval: Owner Project Manager (OPM) Contract

Discussion: President Decarreau and Member Yin described the concern of the WSD Capital Project Executive Committee that Tom Barden is a one-man firm and the need for a backup plan if he is unable to provide the services for any reason. Supt. McMannon said that he and Finance Manager Goulet met with Tom Barden to discuss these concerns and they were resolved. The resolution is that Bill Ford-William Ford Project Inspections (WFPI) has agreed to a backup services plan and contractual agreement with Toma Barden which has been included in the board materials.

Action: Motion was made by Tori Cleiland to authorize the WSD administration to enter into a contract with Barden Inspection and Consulting Services, Inc. as the Owner Project Manager (OPM) at an hourly rate of \$85 and up to a total/do not exceed amount of \$323,884 for the Capital Project contingent upon an official bid waiver from the Vermont Agency of Education (AOE). All in favor.

6. Adjourn: Motion made by Margaret Bass. All in favor. Board adjourned at 6:59pm