

## DYRSD SCHOOL COMMITTEE MEETING AGENDA

Monday, July 13, 2020

Station Avenue Elementary School  
276 Station Avenue  
South Yarmouth, MA 02664  
5:30 p.m.

This meeting is being held fully remotely in accordance with the Governor of Massachusetts' March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law G.L. c.30A, Section 20

Join Zoom meeting on Monday, July 13, 2020 at 5:30 p.m.

<https://us02web.zoom.us/j/83845778531?pwd=TUdXYP29XOU5NSVd4Z2ZXc1hHWWEtTQT09>

Meeting ID 838 4577 8531

Password 7BLMwS

Meeting called to order at \_\_\_\_\_, due notice having been posted.

### **Members Present:**

Ms. Jeni Landers, Chairperson  
Mr. Joseph Tierney, Vice Chairperson  
Ms. Andrea St. Germain, Secretary  
Mr. Brian Carey, Treasurer  
Mr. James Dykeman  
Mr. Brian Sullivan  
Mr. Phillip Morris

### **Administration:**

Mrs. Carol Woodbury, Superintendent of Schools  
Mr. Kenneth Jenks, Assistant Superintendent for Administrative and Business Services  
Tainan Nunes, Student Representative to the DYRSD School Committee

### **Open the Meeting (5:30)**

### **School Committee Reorganization (Enc. 2)**

### **Reports (5:45)**

- A Update on School Building Project - Joseph Tierney  
Presentation by Perkins Eastman and PMA
- B.. School Committee Liaisons to Boards of Selectmen -  
B. Carey, Dennis; J. Tierney, Yarmouth

C. Assistant Superintendent Report - Ken Jenks

Bid Awards:

- Septic Services  
Motion: I move that the School Committee award a contract to Robert B. Our, Inc., to provide septic services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Robert B. Our, Inc. bid response of June 18, 2020.
- Maintenance for Oil Burners and Boilers  
Motion: I move that the School Committee award a contract to George T. Wilkinson, Inc., to provide preventative maintenance for oil burners and boilers for a three-year period from July 1, 2020 through June 30, 2023, as per our specifications and George T. Wilkinson, Inc. bid response of June 12, 2020.
- Alarm Monitoring and Repair Services  
Motion: I move that we award a contract to Cape Cod Alarm Co., Inc. located in South Yarmouth, Mass. to provide alarm monitoring and repair services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Cape Cod Alarm Co., Inc. bid response of June 12, 2020.
- Elevator Inspection and Maintenance Services  
Motion: I move that we award a contract to BBE Corporation dba Buckley Elevator, located in Salem, Mass. to provide elevator inspections and maintenance services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and BBE Corporation dba Buckley Elevator bid response of June 10, 2020.
- Refuse Collection and Disposal and Recycling  
Motion: I move that the School Committee award a contract to Cavossa Disposal Corporation, located in Falmouth, MA to provide Refuse Collection and Disposal and Recycling for the three-year period from July 1, 2020 through June 30, 2023, with two (2) one (1) year options as per our specifications and Cavossa Disposal Corporation bid response of June 25, 2020.
- Wastewater Treatment Facility Engineering Consulting and Operation and Maintenance  
Motion: I move that the School Committee award a contract to Weston & Sampson Services, Inc. of Reading, MA to provide wastewater treatment facility engineering consulting, operation and maintenance for the period from July 1, 2020-June 30, 2021, with an option to renew for two years through June 30, 2023, as per our specifications and Weston & Sampson Services, Inc. of Reading, MA bid response of June 18, 2020.
- Sprinkler Maintenance Services  
Motion: I move that the School Committee award a contract to Gannon Fire Sprinkler, to provide sprinkler maintenance services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Gannon Fire Sprinkler bid response of June 18, 2020.

- Professional Roof Inspections, Condition Assessment Reports, Database Development, Preventive Maintenance Services & Emergency Leak Response Program

Motion: I move that the School Committee award a contract to Weatherproofing Technologies, Inc. located in Beachwood, OH to provide Roof Inspections, Condition-Assessment Reports/Database Development, and Preventive Maintenance Services & Emergency Leak Response Program for the period of July 1, 2020 through June 30, 2021, twelve (12) additional months with an option for the owner to renew the agreement for two (2) additional/consecutive twelve (12) month periods, to a maximum of (36) months, as per our specifications and Weatherproofing Technologies, Inc. bid response of July 2, 2020.

**D. Superintendent Report - Carol Woodbury**

**School Committee Business (6:30)**

School Committee Resolution: COVID-19 State Funding

School Resource Officers - Recent MTA Vote

Consent Agenda

**Bills, Requisitions and Payroll**

**Calendars**

**Public Comment Period (6:45)**

**Adjourn (7:00)**

- The items listed to be discussed are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.
- Please note: The timeframes listed above are intended to guide the School Committee in their work. It should be understood that the times are approximate, and therefore may occur earlier than noted; and may be taken out of order at the request of the Chair and a vote of the School Committee.

*Should there be a need for clarification on any of the aforementioned, please contact me prior to the meeting to allow sufficient time for further research if necessitated. Thank you.*

*Carol A. Woodbury, Superintendent*

## Consent Agenda (Enclosure #3)

The Superintendent recommends the School Committee approve the following items as presented:

### **Donations:**

Move to accept a donation of safety vests to the Dennis-Yarmouth Regional School District Maintenance and Grounds Department from the Town of Yarmouth Waste Management Department.

### **Minutes:**

June 15, 2020

June 18, 2020



# Dennis-Yarmouth Regional School District

Administration Center

296 Station Avenue

South Yarmouth, Massachusetts 02664-1898

Telephone (508) 398-7600

Fax (508) 398-7622

**To:** DYRSD School Committee

**From:** Carol A. Woodbury, Superintendent of Schools *CAW*

**Date:** July 13, 2020

**Re:** Election of Officers

On Monday, July 13, 2020, the DYRSD School Committee will hold its annual reorganizational meeting. Accompanying this memorandum is a copy of the most recent Open Meeting Law indicating the need for voice votes (see page 6 under Section 22B) during all Open Sessions.

I will preside over the meeting until completion of the election of officers and a chairperson is chosen. The nomination procedure will be as follows:

- I will ask for nominations.
- Confirm the nominee's interest in the office.
- A nomination does not need a second.
- After nominations are declared closed, a vote will be taken.
- An election requires a majority of those present and voting.

Following the selection of the Chair, the gavel and the chair will be assumed by the newly elected chairperson who should preside over all other elections according to the same procedure.

CAW/emw

Attachment: MGL Ch. 30, Sec. 22b

THE COMMONWEALTH OF MASSACHUSETTS  
OPEN MEETING LAW, G.L. c. 30A, §§ 18-25<sup>1</sup>

\* \* \*

*Chapter 28 of the Acts of 2009, sections 17-20, repealed the existing state Open Meeting Law, G.L. c. 30A, §§ 11A, 11A-1/2, county Open Meeting Law, G.L. c. 34, §9F, 9G, and municipal Open Meeting Law, G.L. c. 39, §§ 23A, 23B, and 23C, and replaced them with a single Open Meeting Law covering all public bodies, G.L. c. 30A, §§ 18-25, enforced by the Attorney General.*

\* \* \*

Section 18: [DEFINITIONS]

As used in this section and sections 19 to 25, inclusive, the following words shall, unless the context clearly requires otherwise, have the following meanings:

"Deliberation", an oral or written communication through any medium, including electronic mail, between or among a quorum of a public body on any public business within its jurisdiction; provided, however, that "deliberation" shall not include the distribution of a meeting agenda, scheduling information or distribution of other procedural meeting or the distribution of reports or documents that may be discussed at a meeting, provided that no opinion of a member is expressed.

"Emergency", a sudden, generally unexpected occurrence or set of circumstances demanding immediate action.

"Executive session", any part of a meeting of a public body closed to the public for deliberation of certain matters.

"Intentional violation", an act or omission by a public body or a member thereof, in knowing violation of the open meeting law.

"Meeting", a deliberation by a public body with respect to any matter within the body's jurisdiction; provided, however, "meeting" shall not include:

- (a) an on-site inspection of a project or program, so long as the members do not deliberate;
- (b) attendance by a quorum of a public body at a public or private gathering, including a conference or training program or a media, social or other event, so long as the members do not deliberate;
- (c) attendance by a quorum of a public body at a meeting of another public body that has complied with the notice requirements of the open meeting law, so long as the visiting members communicate only by open participation in the meeting on those matters under discussion by the host body and do not deliberate;
- (d) a meeting of a quasi-judicial board or commission held for the sole purpose of making a decision required in an adjudicatory proceeding brought before it; or

<sup>1</sup> NOTICE: This is NOT the official version of the Massachusetts General Law (MGL). While reasonable efforts have been made to ensure the accuracy and currency of the data provided, do not rely on this information without first checking an official edition of the MGL.

(e) a session of a town meeting convened under section 9 of chapter 39 which would include the attendance by a quorum of a public body at any such session.

"Minutes", the written report of a meeting created by a public body required by subsection (a) of section 22 and section 5A of chapter 66.

"Open meeting law", sections 18 to 25, inclusive.

"Post notice", to display conspicuously the written announcement of a meeting either in hard copy or electronic format.

"Preliminary screening", the initial stage of screening applicants conducted by a committee or subcommittee of a public body solely for the purpose of providing to the public body a list of those applicants qualified for further consideration or interview.

"Public body", a multiple-member board, commission, committee or subcommittee within the executive or legislative branch or within any county, district, city, region or town, however created, elected, appointed or otherwise constituted, established to serve a public purpose; provided, however, that the governing board of a local housing, redevelopment or other similar authority shall be deemed a local public body; provided, further, that the governing board or body of any other authority established by the general court to serve a public purpose in the commonwealth or any part thereof shall be deemed a state public body; provided, further, that "public body" shall not include the general court or the committees or recess commissions thereof, bodies of the judicial branch or bodies appointed by a constitutional officer solely for the purpose of advising a constitutional officer and shall not include the board of bank incorporation or the policyholders protective board; and provided further, that a subcommittee shall include any multiple-member body created to advise or make recommendations to a public body.

"Quorum", a simple majority of the members of the public body, unless otherwise provided in a general or special law, executive order or other authorizing provision.

#### Section 19. Division of Open Government; Open Meeting Law Training; Open Meeting Law Advisory Commission; Annual Report

(a) There shall be in the department of the attorney general a division of open government under the direction of a director of open government. The attorney general shall designate an assistant attorney general as the director of the open government division. The director may appoint and remove, subject to the approval of the attorney general, such expert, clerical and other assistants as the work of the division may require. The division shall perform the duties imposed upon the attorney general by the open meeting law, which may include participating, appearing and intervening in any administrative and judicial proceedings pertaining to the enforcement of the open meeting law. For the purpose of such participation, appearance, intervention and training authorized by this chapter the attorney general may expend such funds as may be appropriated therefor.

(b) The attorney general shall create and distribute educational materials and provide training to public bodies in order to foster awareness and compliance with the open meeting law. Open meeting law training may include, but shall not be limited to, instruction in:

- (1) the general background of the legal requirements for the open meeting law;
- (2) applicability of sections 18 to 25, inclusive, to governmental bodies;

- (3) the role of the attorney general in enforcing the open meeting law; and
- (4) penalties and other consequences for failure to comply with this chapter.

(c) There shall be an open meeting law advisory commission. The commission shall consist of 5 members, 2 of whom shall be the chairmen of the joint committee on state administration and regulatory oversight; 1 of whom shall be the president of the Massachusetts Municipal Association or his designee; 1 of whom shall be the president of the Massachusetts Newspaper Publishers Association or his designee; and 1 of whom shall be the attorney general or his designee.

The commission shall review issues relative to the open meeting law and shall submit to the attorney general recommendations for changes to the regulations, trainings, and educational initiatives relative to the open meeting law as it deems necessary and appropriate.

(d) The attorney general shall, not later than January 31, file annually with the commission a report providing information on the enforcement of the open meeting law during the preceding calendar year. The report shall include, but not be limited to:

- (1) the number of open meeting law complaints received by the attorney general;
- (2) the number of hearings convened as the result of open meeting law complaints by the attorney general;
- (3) a summary of the determinations of violations made by the attorney general;
- (4) a summary of the orders issued as the result of the determination of an open meeting law violation by the attorney general;
- (5) an accounting of the fines obtained by the attorney general as the result of open meeting law enforcement actions;
- (6) the number of actions filed in superior court seeking relief from an order of the attorney general; and
- (7) any additional information relevant to the administration and enforcement of the open meeting law that the attorney general deems appropriate.

**Section 20. Meetings of a Public Body to be Open to the Public; Notice of Meeting; Remote Participation; Recording and Transmission of Meeting; Removal of Persons for Disruption of Proceedings**

(a) Except as provided in section 21, all meetings of a public body shall be open to the public.

(b) Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting.

(c) For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.

For meetings of a regional or district public body, notice shall be filed and posted in each city or town within the region or district in the manner prescribed for local public bodies. For meetings of a



regional school district, the secretary of the regional school district committee shall be considered to be its clerk and shall file notice with the clerk of each city or town within such district and shall post the notice in the manner prescribed for local public bodies. For meetings of a county public body, notice shall be filed in the office of the county commissioners and a copy of the notice shall be publicly posted in a manner conspicuously visible to the public at all hours in such place or places as the county commissioners shall designate for the purpose.

For meetings of a state public body, notice shall be filed with the attorney general by posting on a website in accordance with procedures established for this purpose and a duplicate copy of the notice shall be filed with the regulations division of the state secretary's office.

The attorney general shall have the authority to prescribe or approve alternative methods of notice where the attorney general determines such alternative will afford more effective notice to the public.

(d) The attorney general may by regulation or letter ruling, authorize remote participation by members of a public body not present at the meeting location; provided, however, that the absent members and all persons present at the meeting location are clearly audible to each other; and provided, further, that a quorum of the body, including the chair, are present at the meeting location. Such authorized members may vote and shall not be deemed absent for the purposes of section 23D of chapter 39.

(e) A local commission on disability may by majority vote of the commissioners at a regular meeting authorize remote participation applicable to a specific meeting or generally to all of the commission's meetings. If a local commission on disability is authorized to utilize remote participation, a physical quorum of that commission's members shall not be required to be present at the meeting location; provided, however, that the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location. The commission shall comply with all other requirements of law.

(f) No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent. No person shall disrupt the proceedings of a meeting of a public body. If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting and if the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.

(g) Within 2 weeks of qualification for office, all persons serving on a public body shall certify, on a form prescribed by the attorney general, the receipt of a copy of the open meeting law, regulations promulgated pursuant to section 25 and a copy of the educational materials prepared by the attorney general explaining the open meeting law and its application pursuant to section 19. Unless otherwise directed or approved by the attorney general, the appointing authority, city or town clerk or the executive director or other appropriate administrator of a state or regional body, or their designees, shall obtain such certification from each person upon entering service and shall retain it subject to the applicable records retention schedule where the body maintains its official records. The certification shall be evidence that the member of a public body has read and understands the requirements of the open meeting law and the consequences of violating it.

#### Section 21. Executive Sessions

(a) A public body may meet in executive session only for the following purposes:

1. To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties. A public body shall hold an open session if the individual involved requests that the session be open. If an executive session is held, such individual shall have the following rights:

- i. to be present at such executive session during deliberations which involve that individual;
- ii. to have counsel or a representative of his own choosing present and attending for the purpose of advising the individual and not for the purpose of active participation in the executive session;
- iii. to speak on his own behalf; and
- iv. to cause an independent record to be created of said executive session by audio-recording or transcription, at the individual's expense.

The rights of an individual set forth in this paragraph are in addition to the rights that he may have from any other source, including, but not limited to, rights under any laws or collective bargaining agreements and the exercise or non-exercise of the individual rights under this section shall not be construed as a waiver of any rights of the individual.

2. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel;
3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;
4. To discuss the deployment of security personnel or devices, or strategies with respect thereto;
5. To investigate charges of criminal misconduct or to consider the filing of criminal complaints;
6. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;
7. To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements;
8. To consider or interview applicants for employment or appointment by a preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to consider and interview applicants who have passed a prior preliminary screening;
9. To meet or confer with a mediator, as defined in section 23C of chapter 233, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or entity, provided that:
  - (i) any decision to participate in mediation shall be made in an open session and the parties, issues involved and purpose of the mediation shall be disclosed; and
  - (ii) no action shall be taken by any public body with respect to those issues which are the subject of the mediation without deliberation and approval for such action at an open session; or
10. To discuss trade secrets or confidential, competitively-sensitive or other proprietary information provided in the course of activities conducted by a governmental body as an energy supplier under a

license granted by the department of public utilities pursuant to section 1F of chapter 164, in the course of activities conducted as a municipal aggregator under section 134 of said chapter 164 or in the course of activities conducted by a cooperative consisting of governmental entities organized pursuant to section 136 of said chapter 164, when such governmental body, municipal aggregator or cooperative determines that such disclosure will adversely affect its ability to conduct business in relation to other entities making, selling or distributing electric power and energy.

(b) A public body may meet in closed session for 1 or more of the purposes enumerated in subsection (a) provided that:

1. the body has first convened in an open session pursuant to section 21;
2. a majority of members of the body have voted to go into executive session and the vote of each member is recorded by roll call and entered into the minutes;
3. before the executive session, the chair shall state the purpose for the executive session, stating all subjects that may be revealed without compromising the purpose for which the executive session was called;
4. the chair shall publicly announce whether the open session will reconvene at the conclusion of the executive session; and
5. accurate records of the executive session shall be maintained pursuant to section 23.

#### Section 22. Meeting Minutes; Records

(a) A public body shall create and maintain accurate minutes of all meetings, including executive sessions, setting forth the date, time and place, the members present or absent, a summary of the discussions on each subject, a list of documents and other exhibits used at the meeting, the decisions made and the actions taken at each meeting, including the record of all votes.

(b) ~~No vote taken at an open session shall be by secret ballot. Any vote taken at an executive session shall be recorded by roll call and entered into the minutes.~~ ★

(c) Minutes of all open sessions shall be created and approved in a timely manner. The minutes of an open session, if they exist and whether approved or in draft form, shall be made available upon request by any person within 10 days.

(d) Documents and other exhibits, such as photographs, recordings or maps, used by the body at an open or executive session shall, along with the minutes, be part of the official record of the session.

(e) The minutes of any open session, the notes, recordings or other materials used in the preparation of such minutes and all documents and exhibits used at the session, shall be public records in their entirety and not exempt from disclosure pursuant to any of the exemptions under clause Twenty-sixth of section 7 of chapter 4. Notwithstanding this paragraph, the following materials shall be exempt from disclosure to the public as personnel information: (1) materials used in a performance evaluation of an individual bearing on his professional competence, provided they were not created by the members of the body for the purposes of the evaluation; and (2) materials used in deliberations about employment or appointment of individuals, including applications and supporting materials; provided, however, that any resume submitted by an applicant shall not be exempt.

(f) The minutes of any executive session, the notes, recordings or other materials used in the preparation of such minutes and all documents and exhibits used at the session, may be withheld from

disclosure to the public in their entirety under subclause (a) of clause Twenty-sixth of section 7 of chapter 4, as long as publication may defeat the lawful purposes of the executive session, but no longer; provided, however, that the executive session was held in compliance with section 21.

When the purpose for which a valid executive session was held has been served, the minutes, preparatory materials and documents and exhibits of the session shall be disclosed unless the attorney-client privilege or 1 or more of the exemptions under said clause Twenty-sixth of said section 7 of said chapter 4 apply to withhold these records, or any portion thereof, from disclosure.

For purposes of this subsection, if an executive session is held pursuant to clause (2) or (3) of subsections (a) of section 21, then the minutes, preparatory materials and documents and exhibits used at the session may be withheld from disclosure to the public in their entirety, unless and until such time as a litigating, negotiating or bargaining position is no longer jeopardized by such disclosure, at which time they shall be disclosed unless the attorney-client privilege or 1 or more of the exemptions under said clause Twenty-sixth of said section 7 of said chapter 4 apply to withhold these records, or any portion thereof, from disclosure.

(g)(1) The public body, or its chair or designee, shall, at reasonable intervals, review the minutes of executive sessions to determine if the provisions of this subsection warrant continued non-disclosure. Such determination shall be announced at the body's next meeting and such announcement shall be included in the minutes of that meeting.

(2) Upon request by any person to inspect or copy the minutes of an executive session or any portion thereof, the body shall respond to the request within 10 days following receipt and shall release any such minutes not covered by an exemption under subsection (f); provided, however, that if the body has not performed a review pursuant to paragraph (1), the public body shall perform the review and release the non-exempt minutes, or any portion thereof, not later than the body's next meeting or 30 days, whichever first occurs. A public body shall not assess a fee for the time spent in its review.

### Section 23. Enforcement of Open Meeting Law; Complaints; Hearings; Civil Actions

(a) Subject to appropriation, the attorney general shall interpret and enforce the open meeting law.

(b) At least 30 days prior to the filing of a complaint with the attorney general, the complainant shall file a written complaint with the public body, setting forth the circumstances which constitute the alleged violation and giving the body an opportunity to remedy the alleged violation; provided, however, that such complaint shall be filed within 30 days of the date of the alleged violation. The public body shall, within 14 business days of receipt of a complaint, send a copy of the complaint to the attorney general and notify the attorney general of any remedial action taken. Any remedial action taken by the public body in response to a complaint under this subsection shall not be admissible as evidence against the public body that a violation occurred in any later administrative or judicial proceeding relating to such alleged violation. The attorney general may authorize an extension of time to the public body for the purpose of taking remedial action upon the written request of the public body and a showing of good cause to grant the extension.

(c) Upon the receipt of a complaint by any person, the attorney general shall determine, in a timely manner, whether there has been a violation of the open meeting law. The attorney general may, and before imposing any civil penalty on a public body shall, hold a hearing on any such complaint. Following

a determination that a violation has occurred, the attorney general shall determine whether the public body, 1 or more of the members, or both, are responsible and whether the violation was intentional or unintentional. Upon the finding of a violation, the attorney general may issue an order to:

- (1) compel immediate and future compliance with the open meeting law;
- (2) compel attendance at a training session authorized by the attorney general;
- (3) nullify in whole or in part any action taken at the meeting;
- (4) impose a civil penalty upon the public body of not more than \$1,000 for each intentional violation;
- (5) reinstate an employee without loss of compensation, seniority, tenure or other benefits;
- (6) compel that minutes, records or other materials be made public; or
- (7) prescribe other appropriate action.

(d) A public body or any member of a body aggrieved by any order issued pursuant to this section may, notwithstanding any general or special law to the contrary, obtain judicial review of the order only through an action in superior court seeking relief in the nature of certiorari; provided, however, that notwithstanding section 4 of chapter 249, any such action shall be commenced in superior court within 21 days of receipt of the order. Any order issued under this section shall be stayed pending judicial review; provided, however, that if the order nullifies an action of the public body, the body shall not implement such action pending judicial review.

(e) If any public body or member thereof shall fail to comply with the requirements set forth in any order issued by the attorney general, or shall fail to pay any civil penalty imposed within 21 days of the date of issuance of such order or within 30 days following the decision of the superior court if judicial review of such order has been timely sought, the attorney general may file an action to compel compliance. Such action shall be filed in Suffolk superior court with respect to state public bodies and, with respect to all other public bodies, in the superior court in any county in which the public body acts or meets. If such body or member has not timely sought judicial review of the order, such order shall not be open to review in an action to compel compliance.

(f) As an alternative to the procedure in subsection (b), the attorney general or 3 or more registered voters may initiate a civil action to enforce the open meeting law.

Any action under this subsection shall be filed in Suffolk superior court with respect to state public bodies and, with respect to all other public bodies, in the superior court in any county in which the public body acts or meets.

In any action filed pursuant to this subsection, in addition to all other remedies available to the superior court, in law or in equity, the court shall have all of the remedies set forth in subsection (c).

In any action filed under this subsection, the order of notice on the complaint shall be returnable not later than 10 days after the filing and the complaint shall be heard and determined on the return day or on such day as the court shall fix, having regard to the speediest possible determination of the cause consistent with the rights of the parties; provided, however, that orders may be issued at any time on or after the filing of the complaint without notice when such order is necessary to fulfill the purposes of the open meeting law. In the hearing of any action under this subsection, the burden shall be on the respondent to show by a preponderance of the evidence that the action complained of in such complaint was in accordance with and authorized by the open meeting law; provided, however, that no

civil penalty may be imposed on an individual absent proof that the action complained of violated the open meeting law.

(g) It shall be a defense to the imposition of a penalty that the public body, after full disclosure, acted in good faith compliance with the advice of the public body's legal counsel.

(h) Payment of civil penalties under this section paid to or received by the attorney general shall be paid into the general fund of the commonwealth.

#### Section 24. Investigation by Attorney General of Violations of Open Meeting Law

(a) Whenever the attorney general has reasonable cause to believe that a person, including any public body and any other state, regional, county, municipal or other governmental official or entity, has violated the open meeting law, the attorney general may conduct an investigation to ascertain whether in fact such person has violated the open meeting law. Upon notification of an investigation, any person, public body or any other state, regional, county, municipal or other governmental official or entity who is the subject of an investigation, shall make all information necessary to conduct such investigation available to the attorney general. In the event that the person, public body or any other state, regional, county, municipal or other governmental official or entity being investigated does not voluntarily provide relevant information to the attorney general within 30 days of receiving notice of the investigation, the attorney general may: (1) take testimony under oath concerning such alleged violation of the open meeting law; (2) examine or cause to be examined any documentary material of whatever nature relevant to such alleged violation of the open meeting law; and (3) require attendance during such examination of documentary material of any person having knowledge of the documentary material and take testimony under oath or acknowledgment in respect of any such documentary material. Such testimony and examination shall take place in the county where such person resides or has a place of business or, if the parties consent or such person is a nonresident or has no place of business within the commonwealth, in Suffolk county.

(b) Notice of the time, place and cause of such taking of testimony, examination or attendance shall be given by the attorney general at least 10 days prior to the date of such taking of testimony or examination.

(c) Service of any such notice may be made by: (1) delivering a duly-executed copy to the person to be served or to a partner or to any officer or agent authorized by appointment or by law to receive service of process on behalf of such person; (2) delivering a duly-executed copy to the principal place of business in the commonwealth of the person to be served; or (3) mailing by registered or certified mail a duly-executed copy addressed to the person to be served at the principal place of business in the commonwealth or, if said person has no place of business in the commonwealth, to his principal office or place of business.

(d) Each such notice shall: (1) state the time and place for the taking of testimony or the examination and the name and address of each person to be examined, if known and, if the name is not known, a general description sufficient to identify him or the particular class or group to which he belongs; (2) state the statute and section thereof, the alleged violation of which is under investigation and the general subject matter of the investigation; (3) describe the class or classes of documentary material to be produced thereunder with reasonable specificity, so as fairly to indicate the material

demand; (4) prescribe a return date within which the documentary material is to be produced; and (5) identify the members of the attorney general's staff to whom such documentary material is to be made available for inspection and copying.

(e) No such notice shall contain any requirement which would be unreasonable or improper if contained in a subpoena duces tecum issued by a court of the commonwealth or require the disclosure of any documentary material which would be privileged, or which for any other reason would not be required by a subpoena duces tecum issued by a court of the commonwealth.

(f) Any documentary material or other information produced by any person pursuant to this section shall not, unless otherwise ordered by a court of the commonwealth for good cause shown, be disclosed to any person other than the authorized agent or representative of the attorney general, unless with the consent of the person producing the same; provided, however, that such material or information may be disclosed by the attorney general in court pleadings or other papers filed in court.

(g) At any time prior to the date specified in the notice, or within 21 days after the notice has been served, whichever period is shorter, the court may, upon motion for good cause shown, extend such reporting date or modify or set aside such demand or grant a protective order in accordance with the standards set forth in Rule 26(c) of the Massachusetts Rules of Civil Procedure. The motion may be filed in the superior court of the county in which the person served resides or has his usual place of business or in Suffolk county. This section shall not be applicable to any criminal proceeding nor shall information obtained under the authority of this section be admissible in evidence in any criminal prosecution for substantially identical transactions.

#### Section 25. Regulations; Letter Rulings; Advisory Opinions

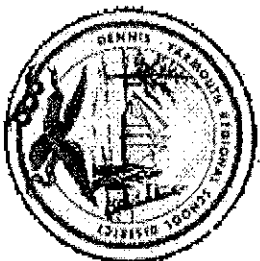
(a) The attorney general shall have the authority to promulgate rules and regulations to carry out enforcement of the open meeting law.

(b) The attorney general shall have the authority to interpret the open meeting law and to issue written letter rulings or advisory opinions according to rules established under this section.



**PERKINS  
EASTMAN**

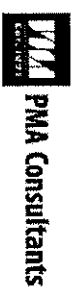
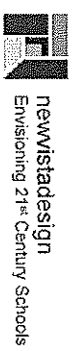
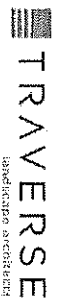
Studio courtesy of Perkins Eastman



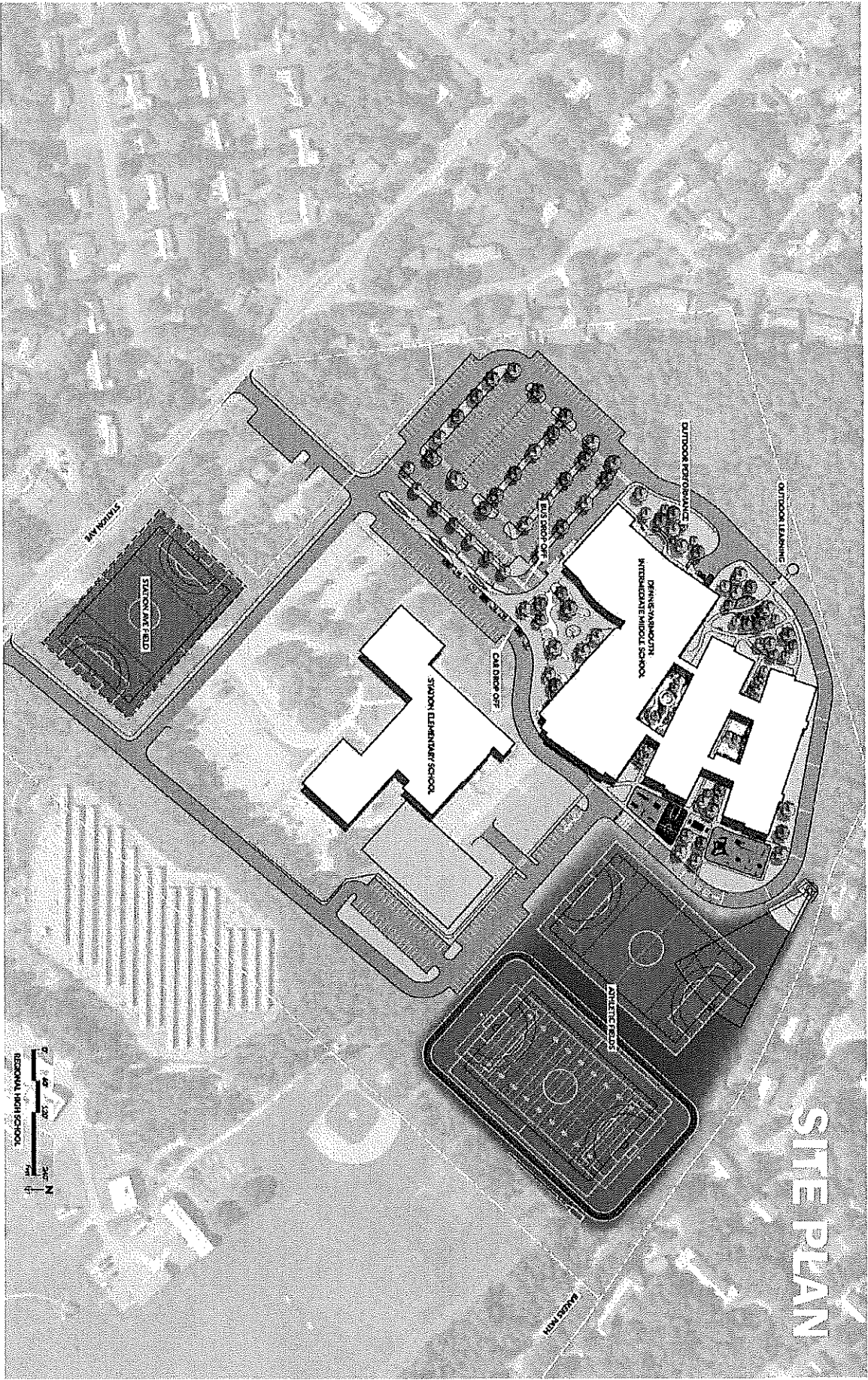
# DENNIS-YARMOUTH SCHOOL PROJECT

## DY SCHOOL COMMITTEE REVIEW OF DESIGN DEVELOPMENT

July 13, 2020



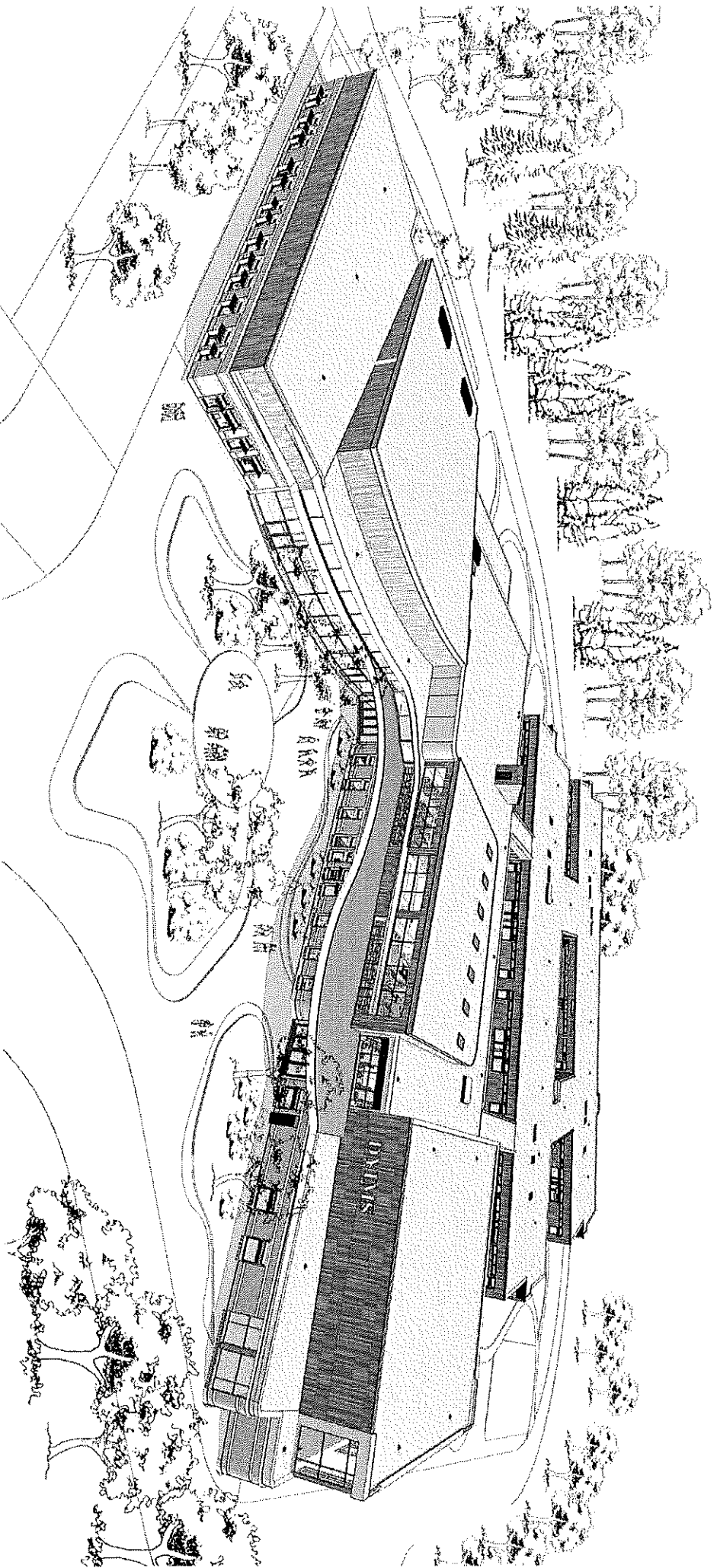




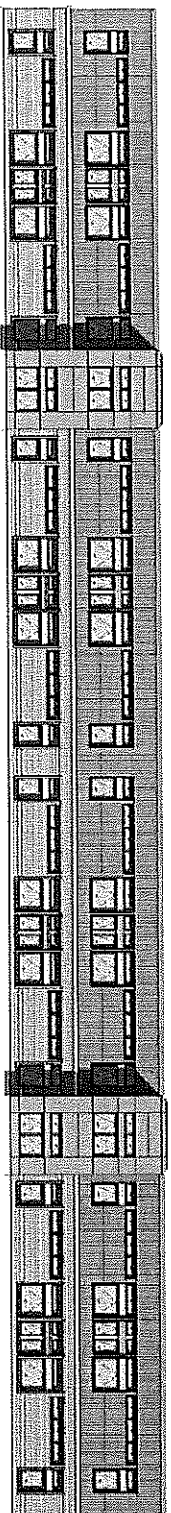
# SITE PLAN



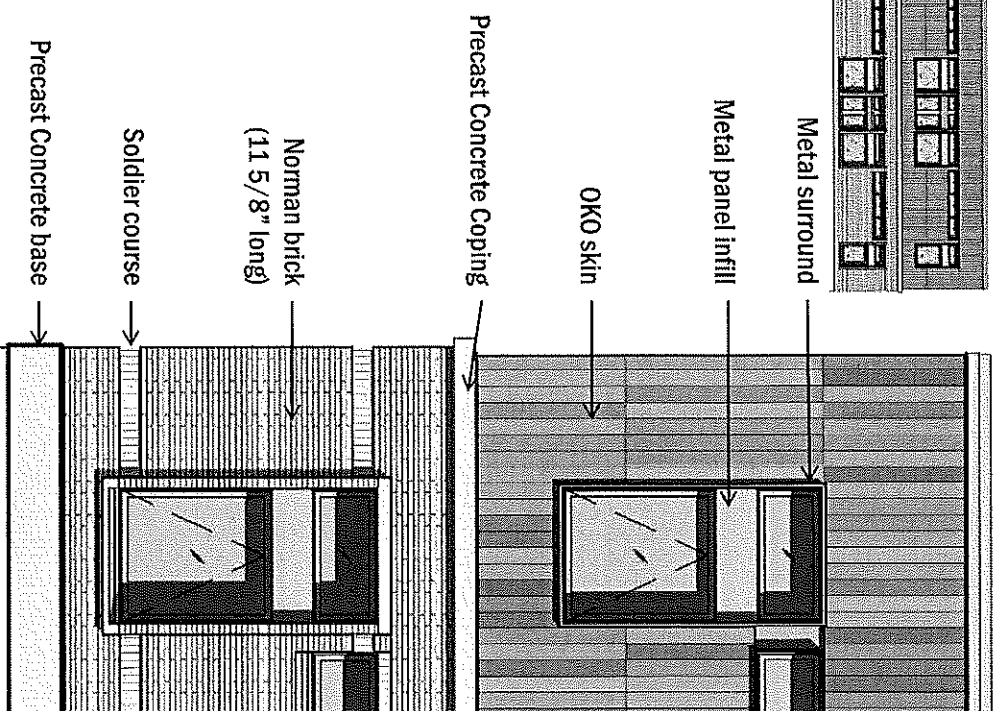
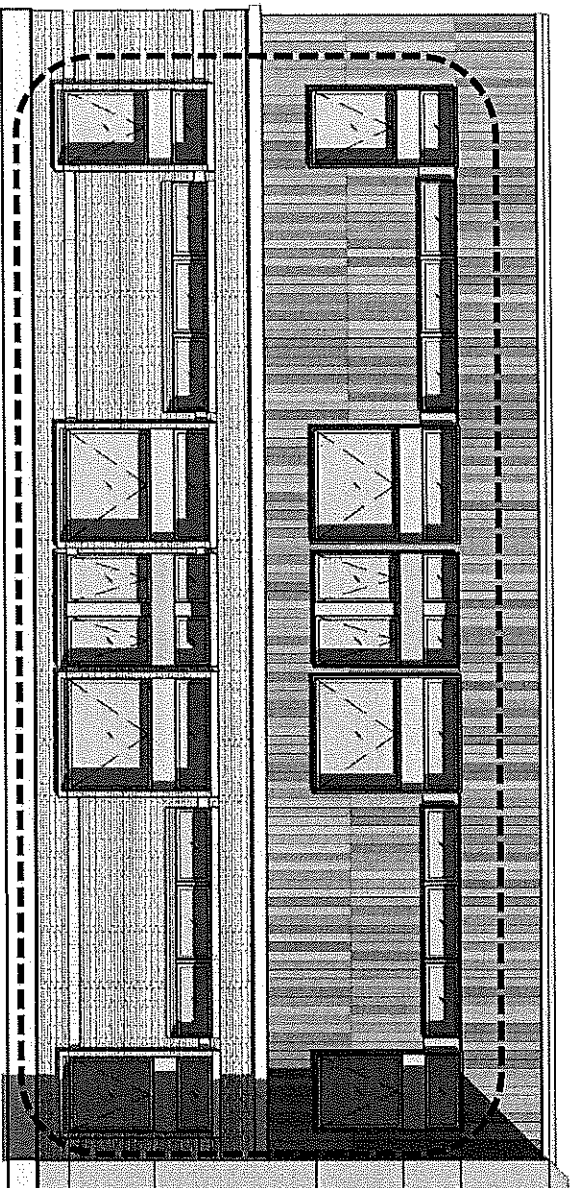
# DD EXTERIOR DEVELOPMENT



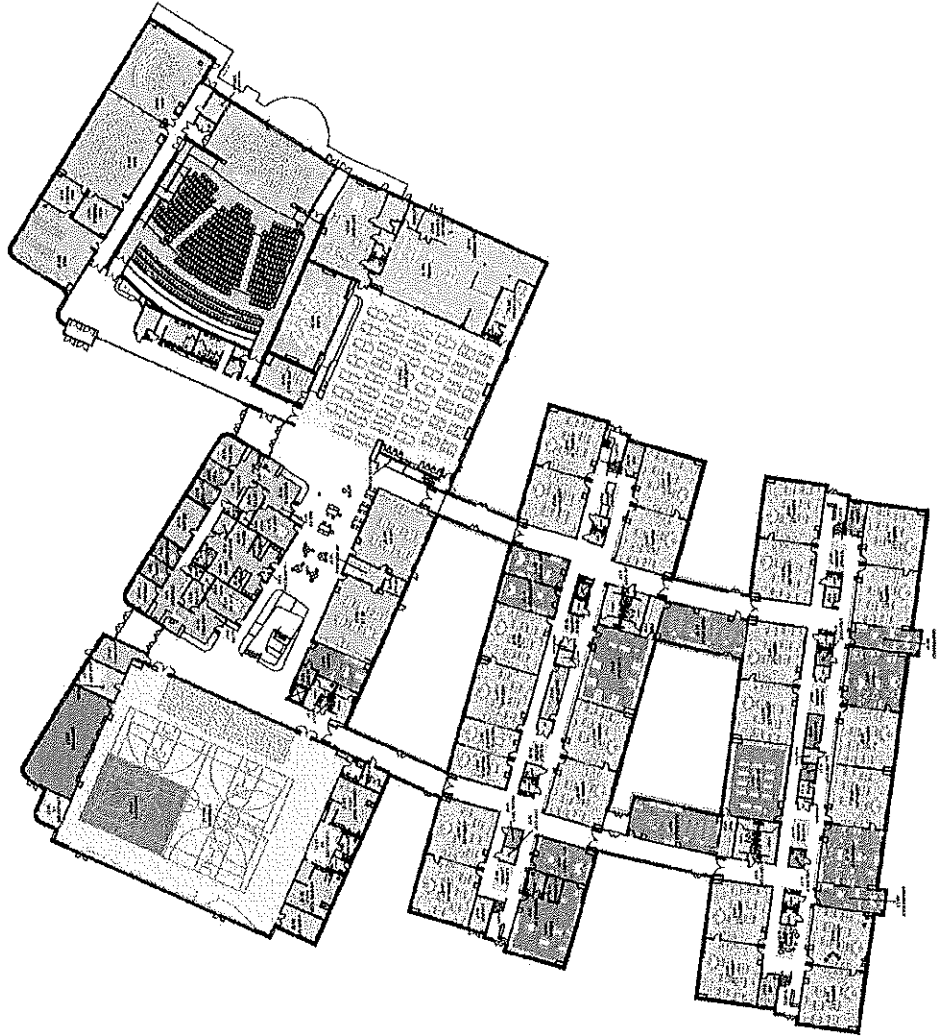
# EXTERIOR MATERIALS - UPDATE



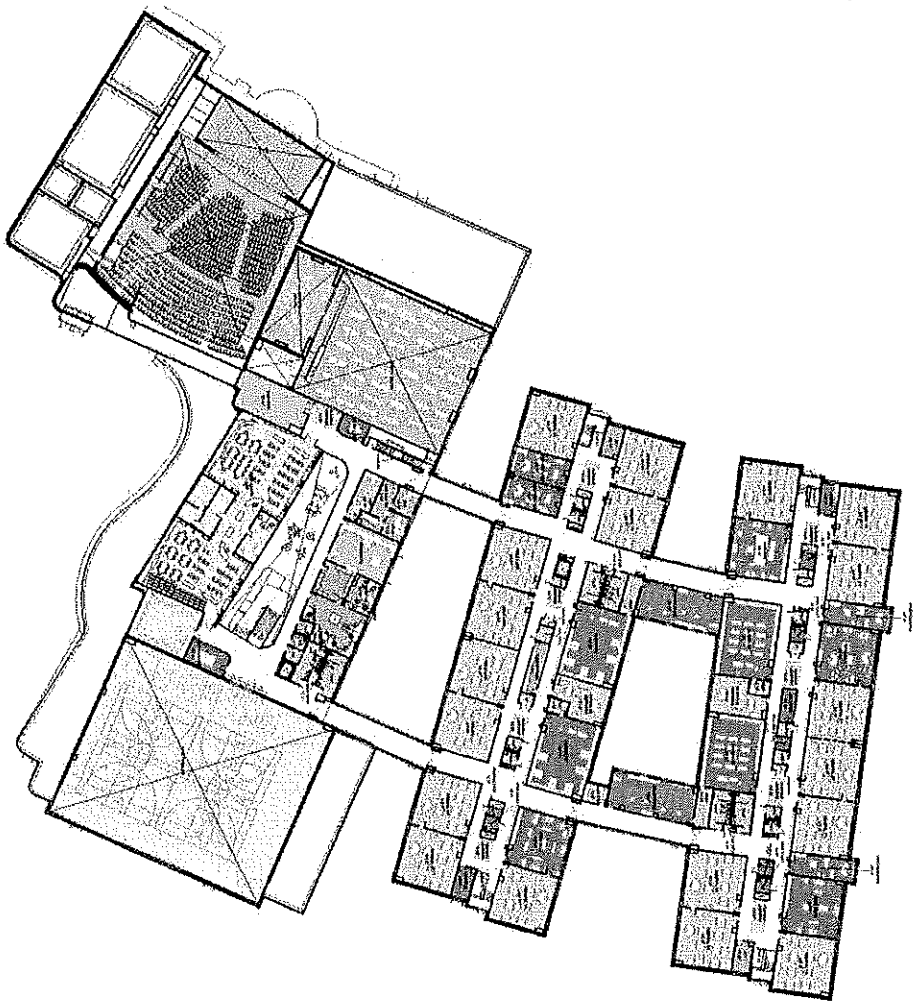
CLASSROOM BAY  
23% GLAZING



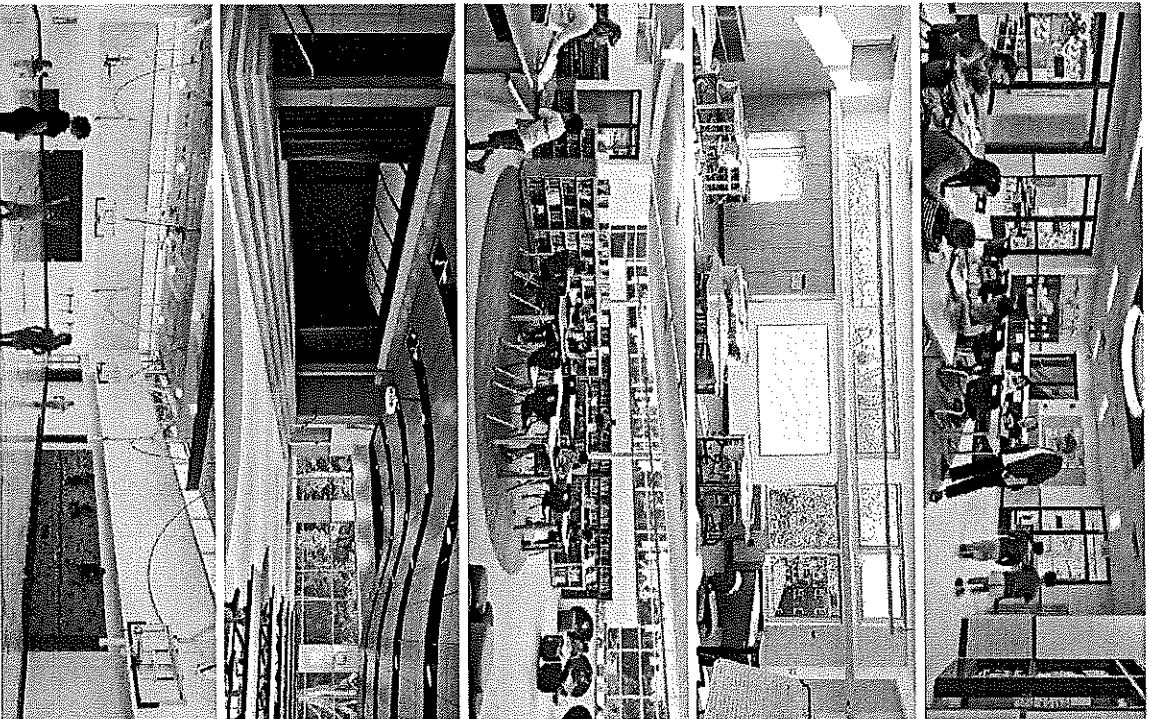
# FLOOR PLANS - UPDATE



LEVEL 1 OVERALL PLAN



LEVEL 2 OVERALL PLAN



## INTERIOR FINISHES - UPDATE

### **Ceilings - 2x4 HP ACT (2x2 at small rooms)**

Accents – Wood & Acoustic Baffles

Aud. – Acoustic Clouds/Deck

Gym – Acoustic Deck, PTD

Kitchen - 2x4 Mylar (antimicrobial)

Toilets/Showers/Vestibules – GWB. Epoxy PTD

### **Walls - Multi-Layer GWB, PTD (epoxy at wet areas)**

Gym – CMU, PTD with Tectum Wall Panel

Kitchen/Custodial – CMU/GWB, Epoxy PTD/FRP

### **Wainscot - Porcelain Tile, Wood Cap @ Lobby/Caf./Corr's/Stairs**

Library/Aud. – Hardwood Veneer Wainscot

Toilets – 7' 2x8 Ceramic Tile Wainscot

### **Casework – Solid Wood, Solid Surface Countertops**

**Doors – Solid Core, Clear Finish, Quarter Sawn White Oak**

**Windows – Alum. Clad Wood, Triple Glazed, Low-E**

**Base – Rubber Cove (or match wainscot)**

### **Floors – Linoleum Tile**

Lobby/Caf./Public Zones - Polished Concrete

Library/Aud. (aisles) - Carpet Tile / Sheet Carpet

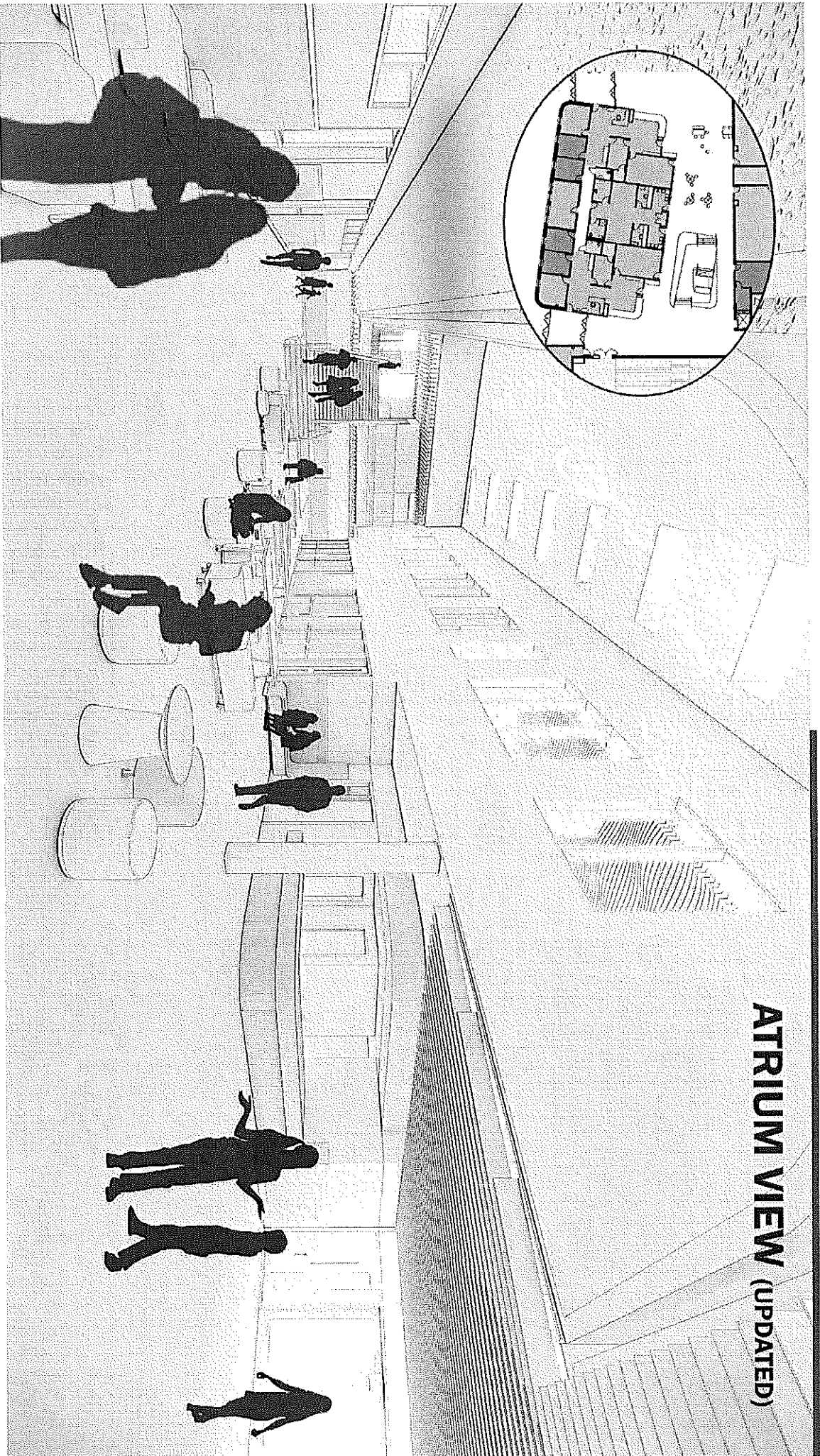
Aud./Custodial – Sealed Concrete

Gym – Athletic Wood

Stairs – Rubber

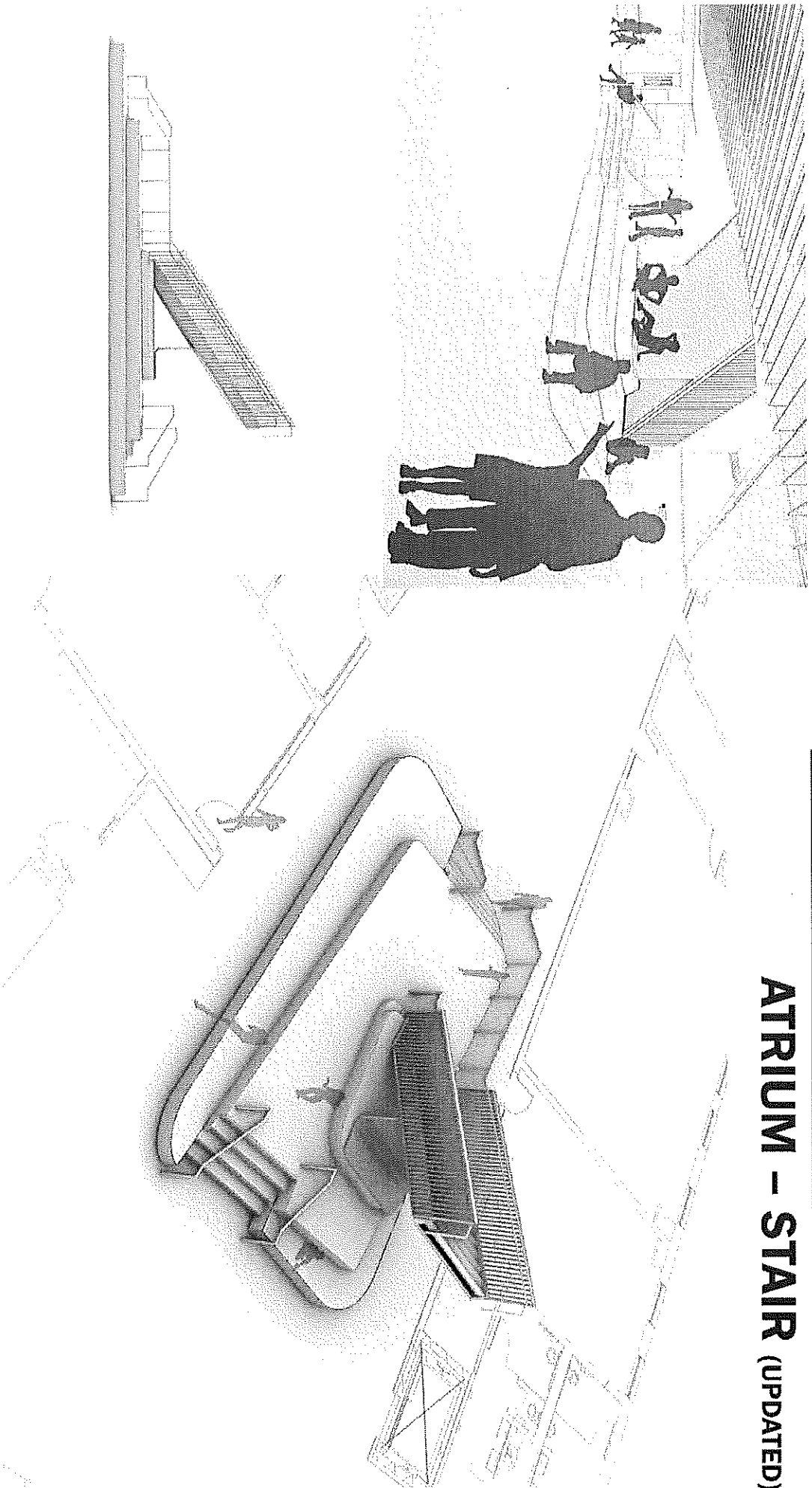
Kitchen – Poured Epoxy

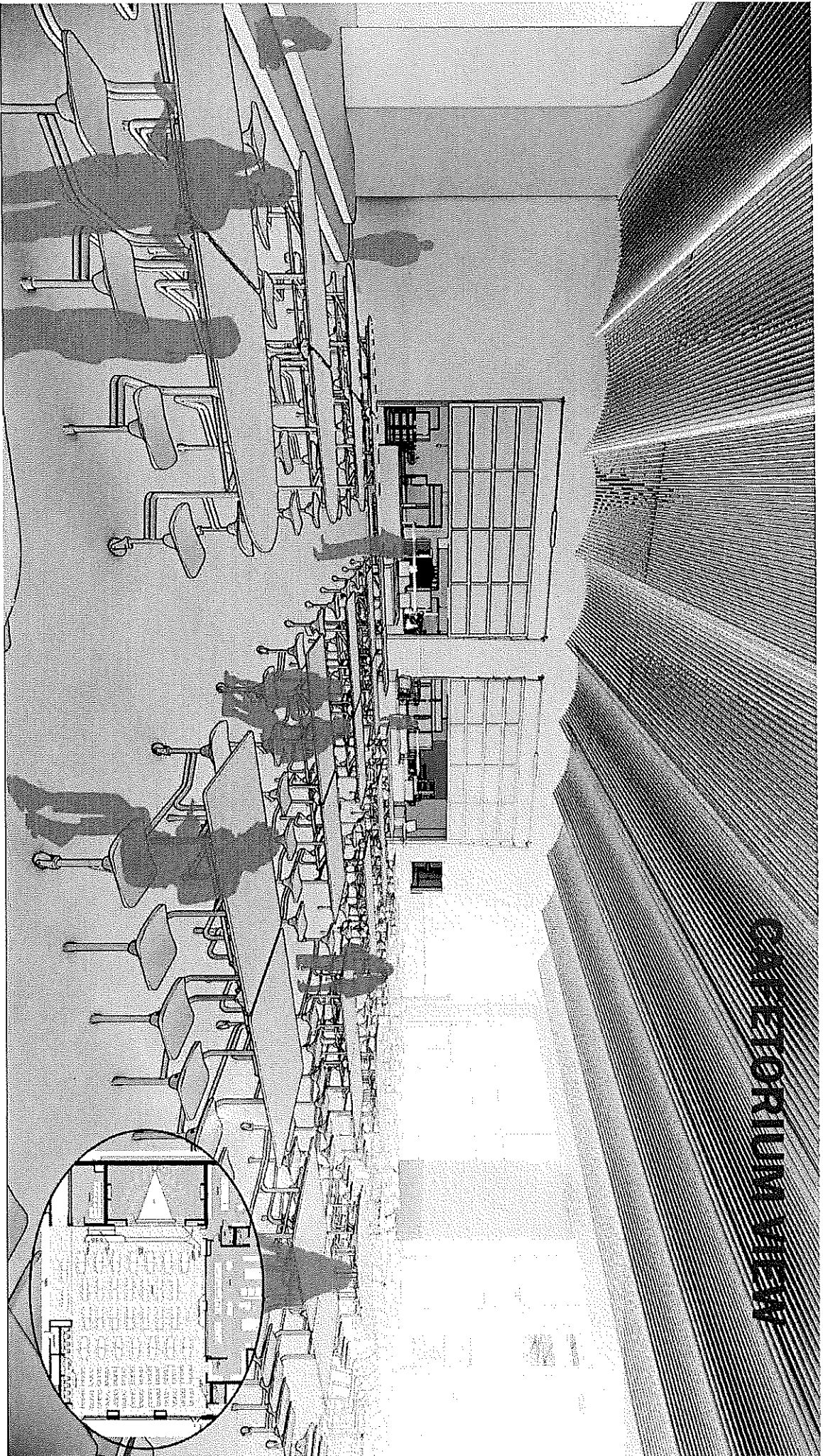
Toilets - 2x2 Mosaic Tile



**ATRIUM VIEW (UPDATED)**

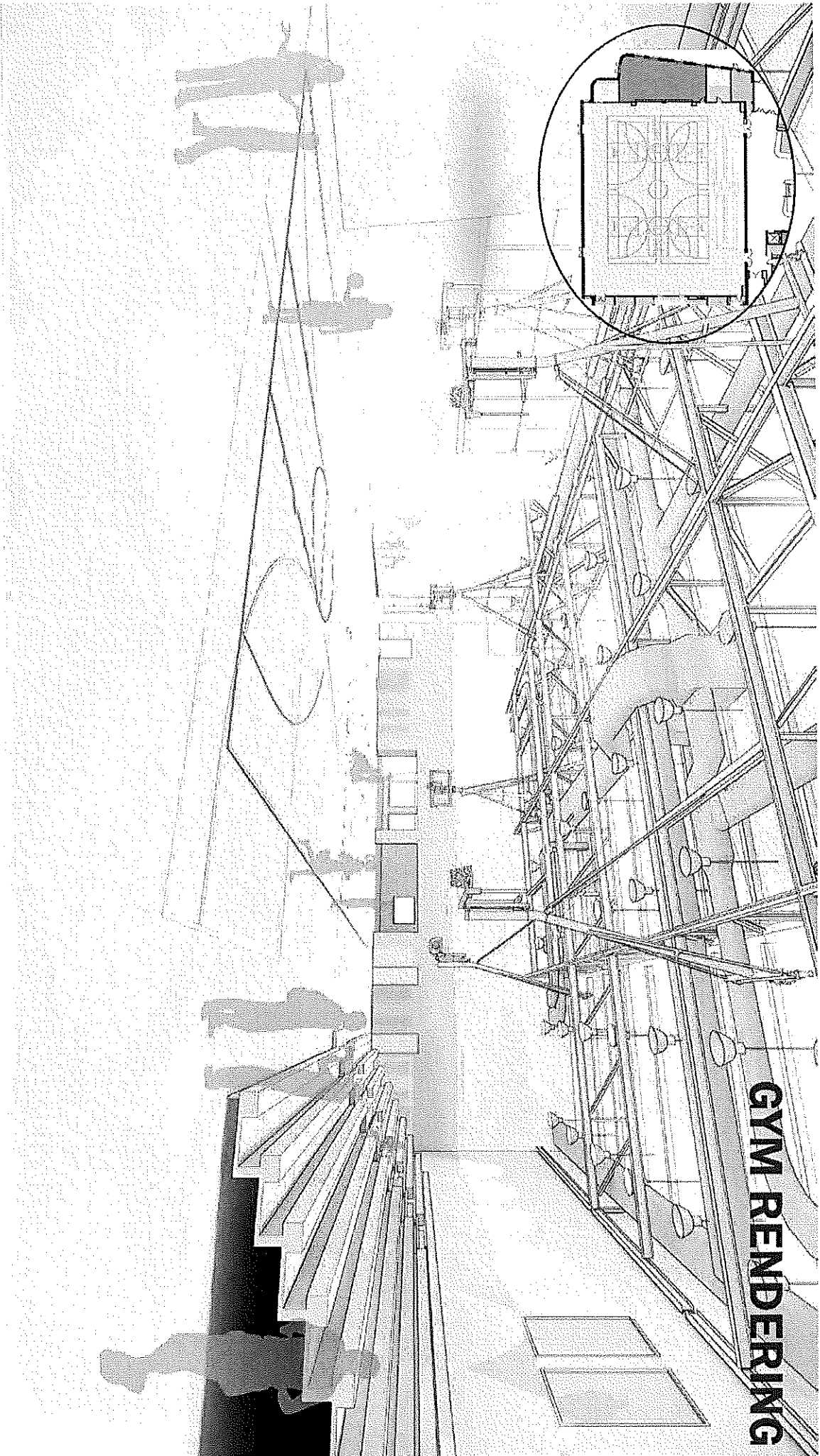
**ATRIUM - STAIR (UPDATED)**



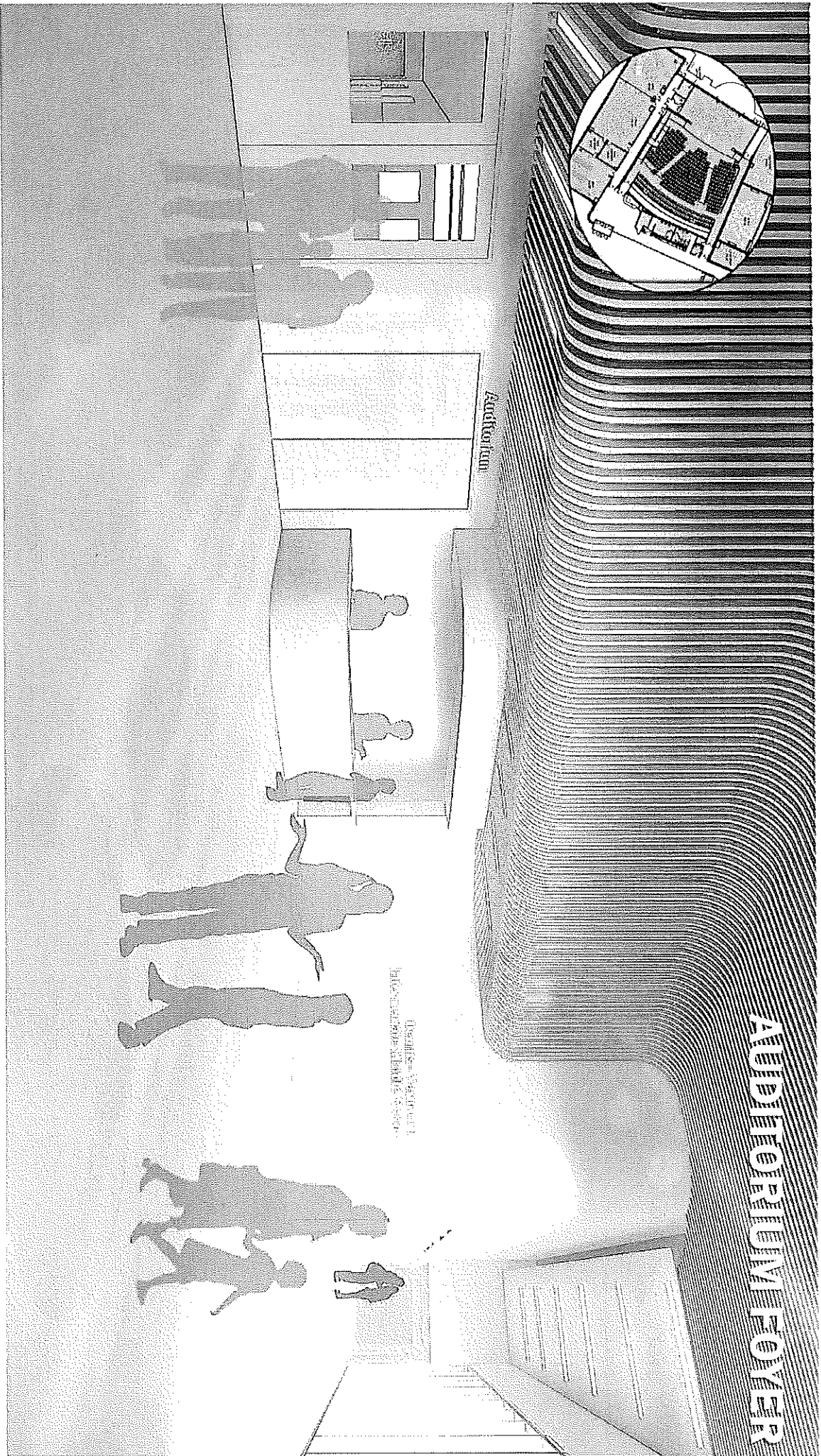


CAFETERIUM VIEW





**GYM RENDERING**

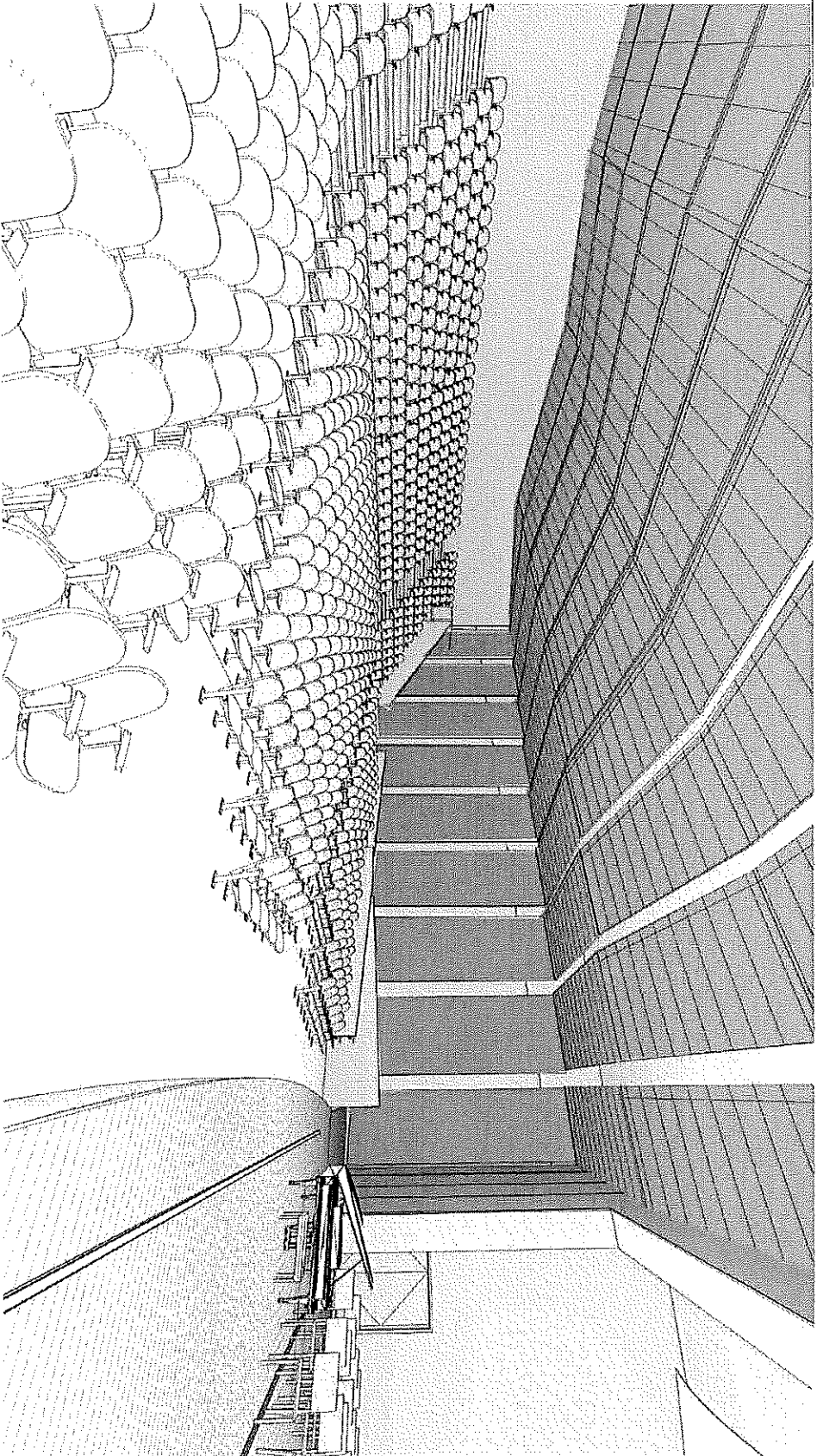


AUDITORIUM FOYER

Auditorium

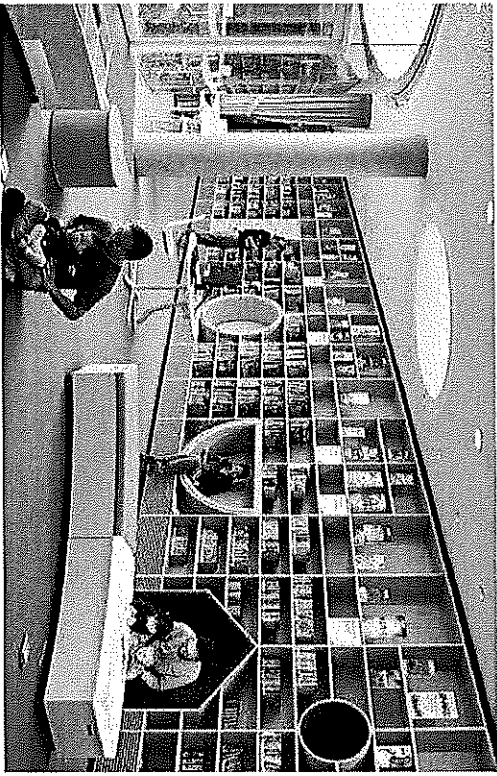
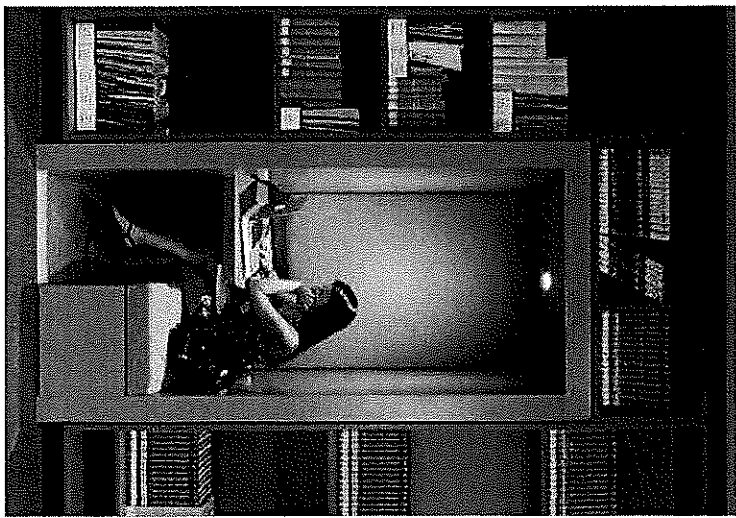
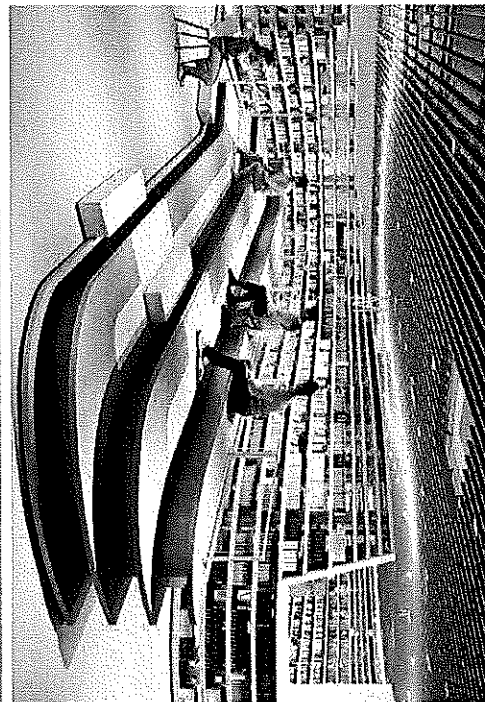
Overalls - Vertical  
Incorporation of light & color

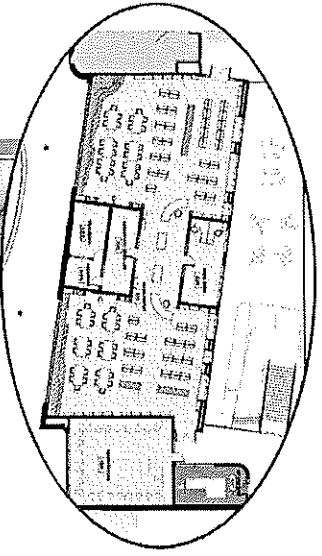
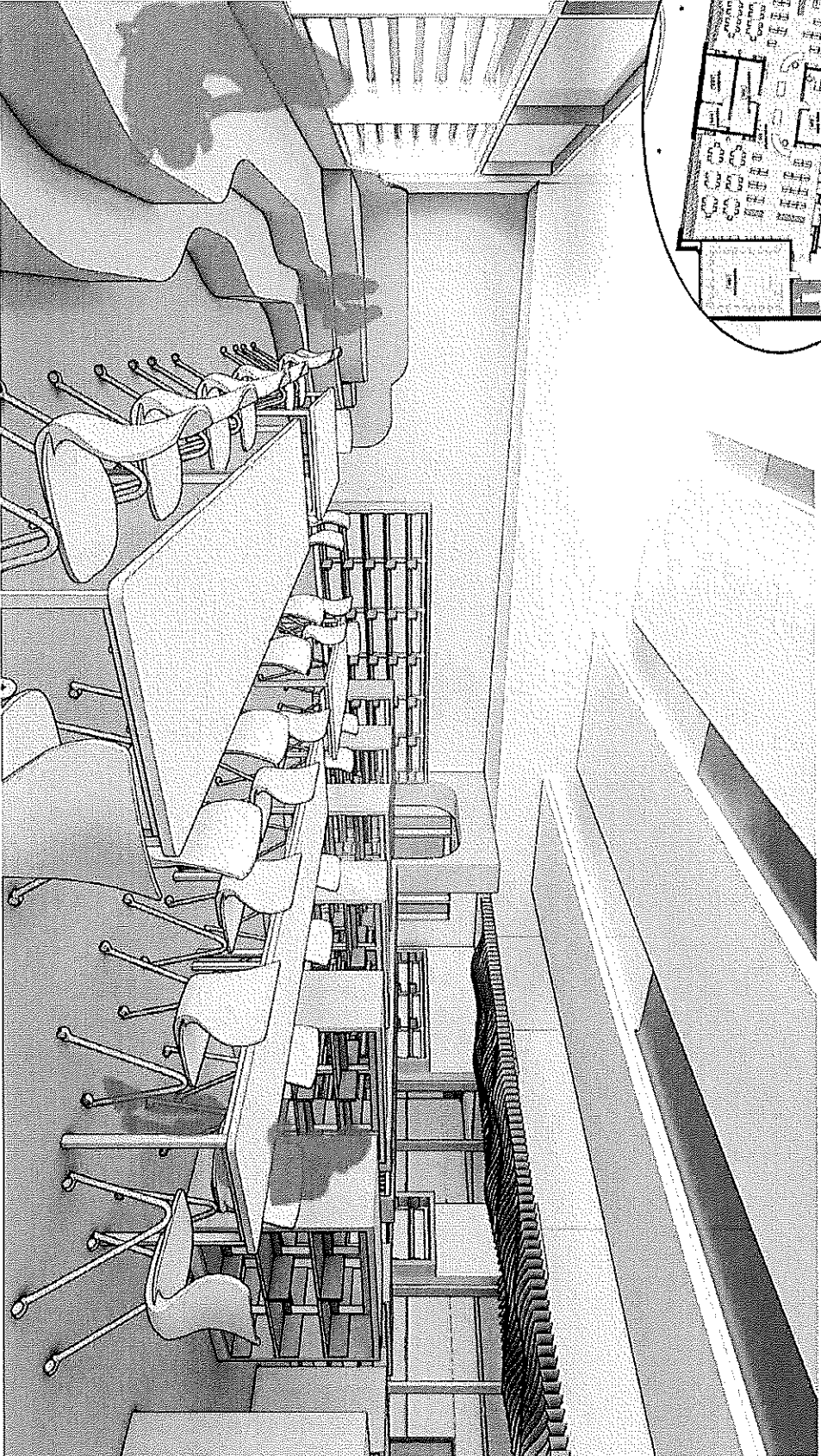
# VIEW FROM ORCHESTRA



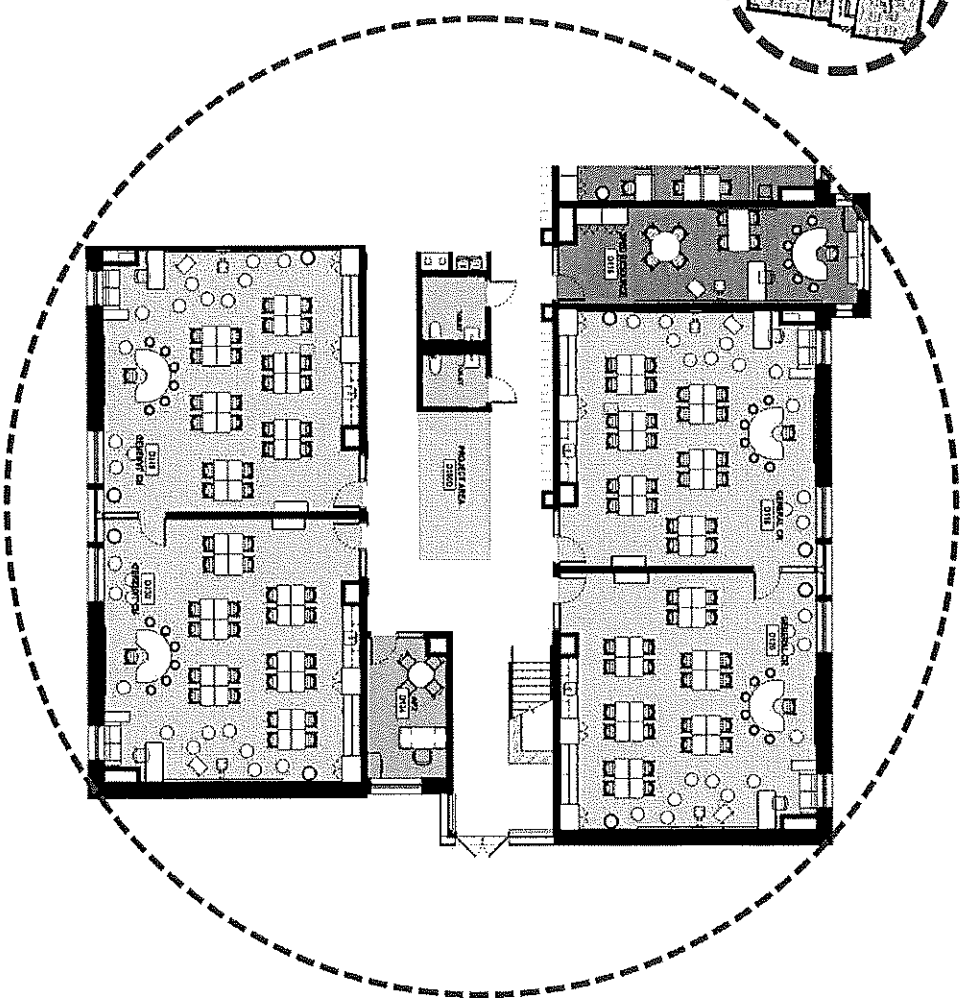
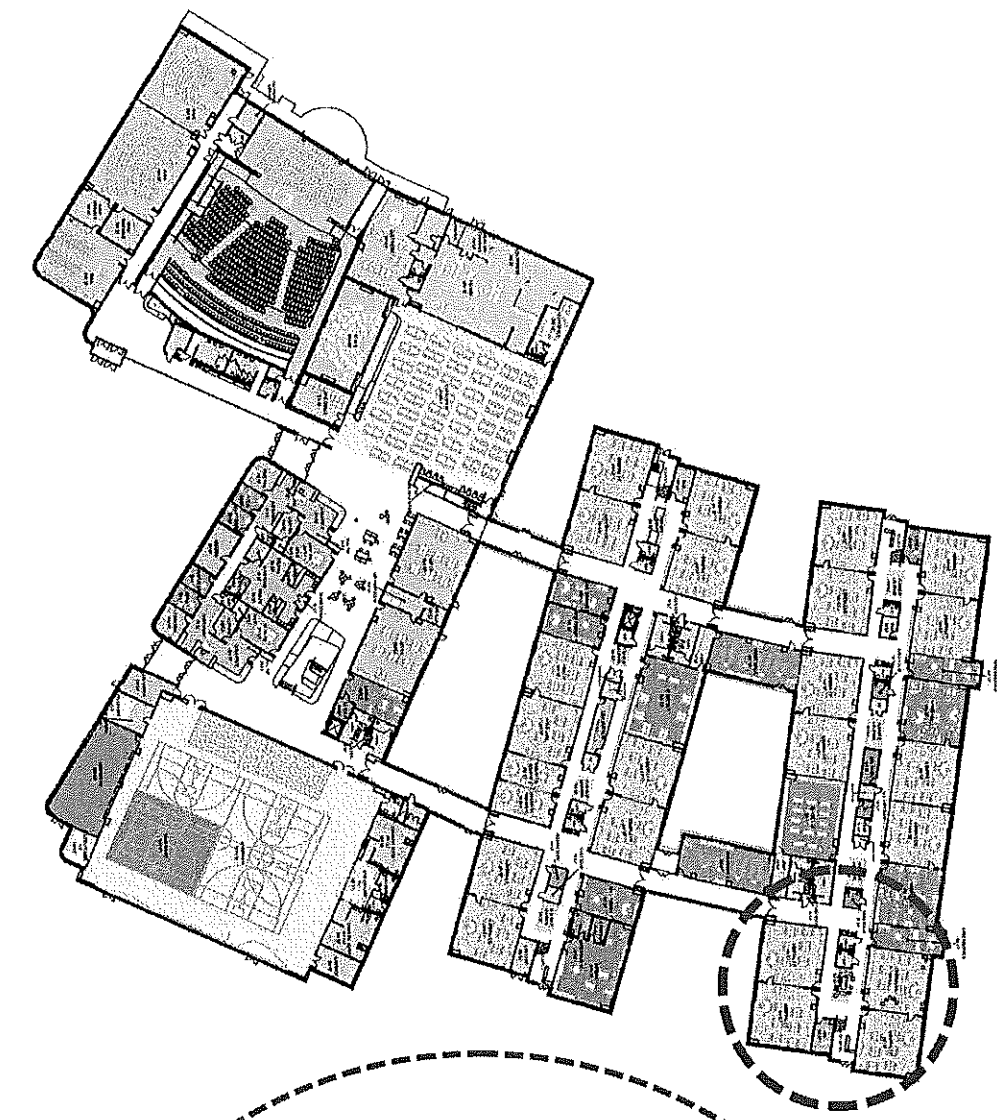
# VIEW FROM STAGE RIGHT

# MEDIA CENTER INSPIRATION



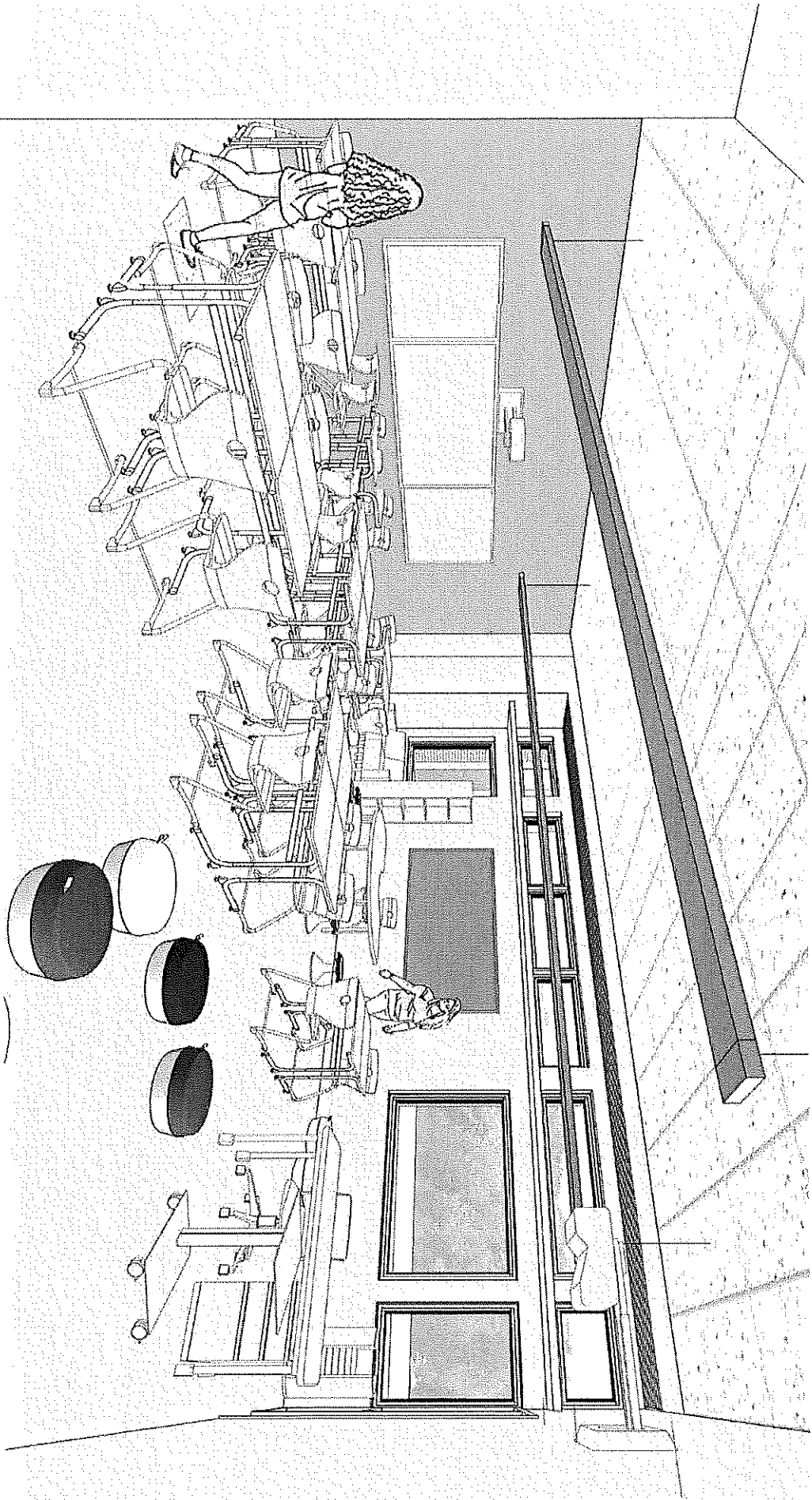


# MEDIA CENTER RENDERING

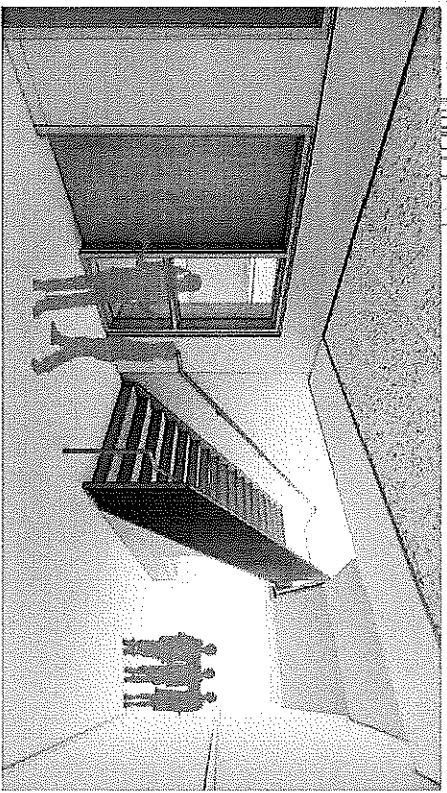
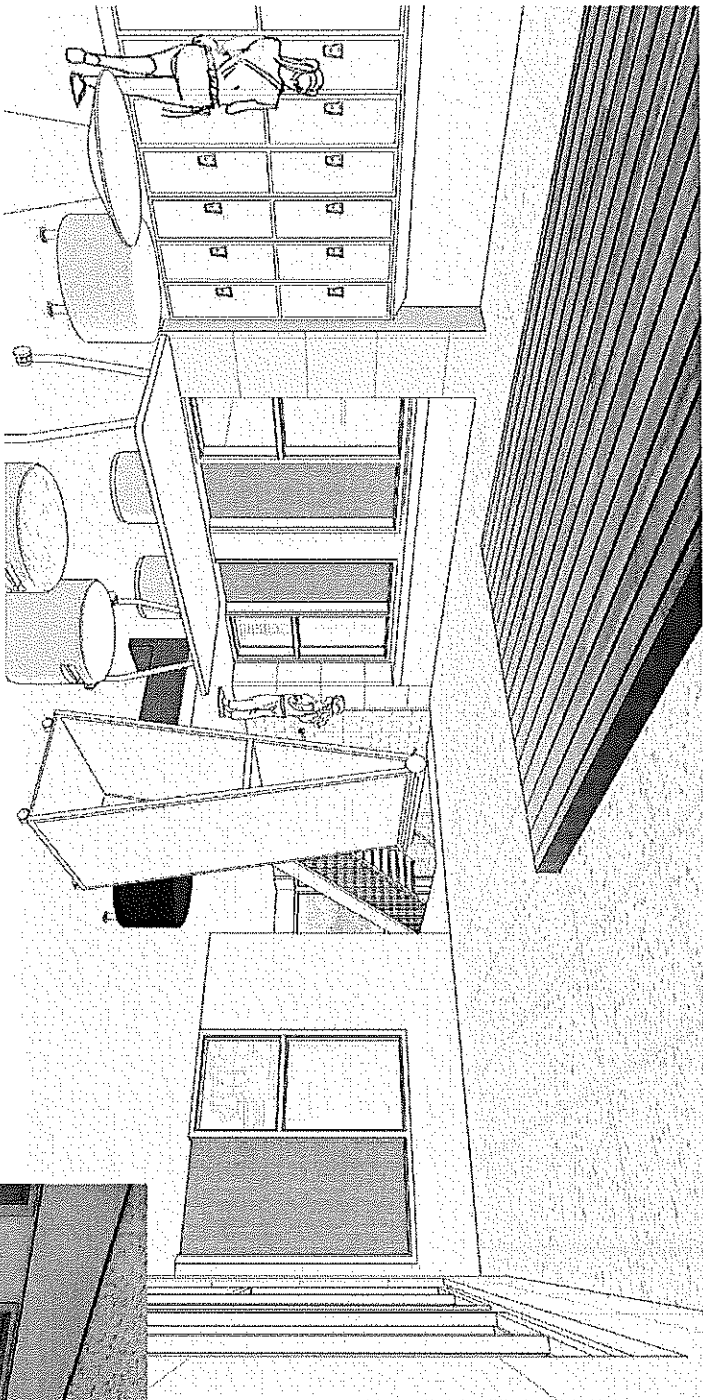


**TYPICAL CLASSROOM CLUSTER**

# TYPICAL GENERAL CLASSROOM



# PROJECT AREA AND CORRIDOR STAIR



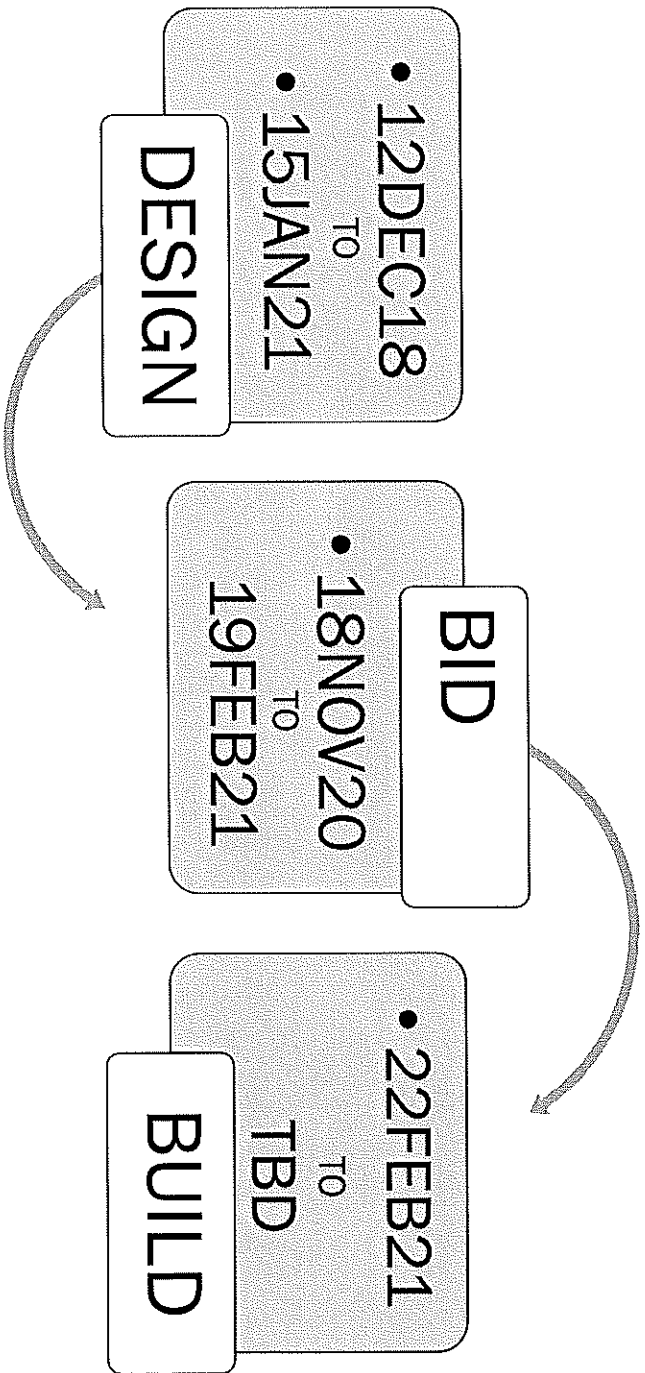


# PROJECT AREA EXAMPLE



# PROJECT SCHEDULE UPDATE

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## KEY DATES/NEXT STEPS

DD

- Mar 30, 2020 - Estimate Set Due
- Apr 26, 2020 - Estimate Reconciliation Meeting
- Apr 30, 2020 - SBC VM Meeting and Vote to Submit
- May 07, 2020 - DD Submission to MSBA

60%

- Aug 18, 2020 - Estimate Set Due
- Sept 10, 2020 - Estimate Reconciliation Meeting
- Sept 17, 2020\* - SBC VM Meeting and Vote to Submit (\*\*tentative date to be confirmed)
- Sept 22, 2020 - 60% Submission to MSBA

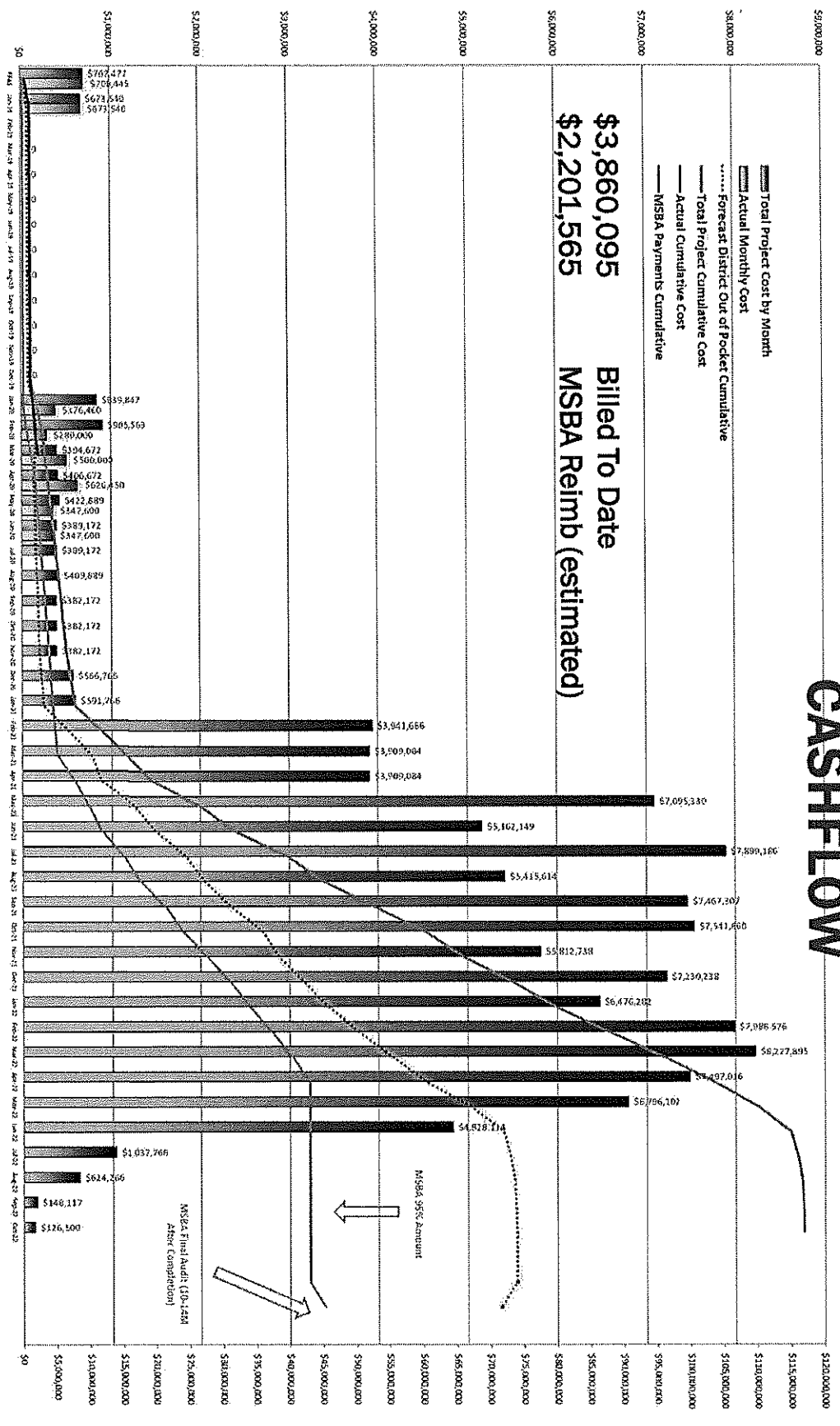
90%

- Oct 20, 2020 - Estimate Set Due
- Nov 10, 2020 - Estimate Reconciliation Meeting
- Nov 19, 2020\* - SBC VM Meeting and Vote to Submit (\*\*tentative date to be confirmed)
- Nov 24, 2020 - 90% Submission to MSBA

# 60% CD WORKPLAN

Date	Time	Location	Activity	Description/ Comment	Responsible Parties
Tuesday, May 26, 2020	2:00-4:00 PM	Virtual Meeting	Civil/site meeting with DY facilities	Review DD status; finalize open site design issues with Facilities Director	Arch/Civil/Landscape/District
Tuesday, May 26, 2020	10:00-11:30 AM	Virtual Meeting	LA update: Outdoor Fitness/Playground and courtyards	Review playground / outdoor PE with MS, ES gym teachers, AHS Principals, staff	Arch/Landscape/District
Thursday, May 28, 2020	2:00-3:30 PM	Virtual Meeting	Campus-wide athletic fields focus/follow up	Review athletic fields w/ HS, ES and MS AD's, interested parents, BC members and Carol/Ken	Arch/Landscape/District
Tuesday, June 2, 2020	2:00-3:30 PM	Virtual Meeting	Auditorium, Performing Arts Meeting	Focus on Performing Arts spaces: ETJ, performing arts faculty/ reps, Carol/Ken	Arch/Theater cons/EE/District
Wednesday, June 3, 2020	2:00-3:30 PM	Virtual Meeting	MEP Focus Group Meeting	Review MEP systems DD progress and current status (facilities, BC members, Carol/Ken (?)	Arch/MEP/District
Thursday, June 4, 2020	4:30PM	Virtual Meeting	Building Committee Meeting		Arch/District/OPM
Tuesday, June 9, 2020	2:00-4:00 PM	Virtual Meeting	Security Focus Groups: Police, EMS, IT	Review of overall security design	Arch/EE/Security Cons./District
Thursday, June 11, 2020	2:00-4:00 PM	Virtual Meeting	Interior Design Focus (central commons-pub areas)	Focus on	Arch/PE-L-S/District
Tuesday, June 16, 2020	2:00-3:00 PM	Virtual Meeting	Focus on outdoor performance amphitheater	Design review / working session for performance amphitheater	Arch/Landscape/MEP/District
Wednesday, June 17, 2020	2:00-3:30 PM	Virtual Meeting	LEED & integrative Design	Final LEED / Sustainability / integrative design follow-up	Arch/TT/MEP/Civil-LA/District
Thursday, June 18, 2020	2:00-3:30 PM	Virtual Meeting	Interior wrap up - Media Center, Auditorium, Perf. arts	Final sign offs on performance arts meeting / sign offs: ELS, performing arts teachers, Carol/Ken	Arch/Theater cons/EE/District
Friday, June 19, 2020	2:00-3:00 PM	Virtual Meeting	Seater array w/ Cape / light and LIZ Argo (seater provided)	Coordination for seater array installation/ utility connections	Arch/EE/Utility/District
Tuesday, June 23, 2020	2:00-3:00 PM	Virtual Meeting	Campus-wide athletic fields focus/follow up	Follow-up meeting on athletic fields obtain final sign offs	Arch/Landscape/District
Wednesday, July 8, 2020	3:00-4:00 PM	Virtual Meeting	Security Follow up Focus Group	Review and follow up of previous discussions	Arch/EE/Security Cons./District
Thursday, July 9, 2020	4:30PM	Virtual Meeting	Building Committee Meeting		Arch/District/OPM
Tuesday, August 18, 2020			60% CD Drawings to Estimators		
Tuesday, September 8, 2020			60% CD Estimates Due		
Thursday, September 10, 2020	9:00 AM	Virtual Meeting	60% CD Estimate Reconciliation Meeting		Estimators/OPM
Thursday, September 17, 2020	4:30PM	Virtual Meeting	Building Committee Meeting	60% VM meeting and Vote to Submit	Arch/District/OPM
Tuesday, September 22, 2020			60% CD Submission to MSBA		

DYIMS Cashflow Projection - \$116.98M TPB  
**CASHFLOW**



MSBA 95% Payment

MSBA Final Audit (\$0-\$24 After Completion)

**THANK YOU**

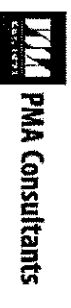
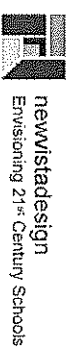
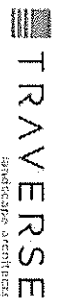
**Perkins Eastman**



# DENNIS-YARMOUTH SCHOOL PROJECT

## DY SCHOOL COMMITTEE REVIEW OF DESIGN DEVELOPMENT

July 13, 2020




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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 22, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE:** Invitation for Bid Septic Services

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An Invitation for Bid was sent out June 1, 2020 and due June 18, 2020 for Septic Services for a three (3) year period from July 1, 2020 through June 30, 2023.

We received one (1) bid, from our current vendor Robert B. Our Co. Inc., of Harwich, MA. Pricing is attached.

I recommend that the School Committee approve a three-year contract with Robert B. Our Co., Inc. in accordance with our bid specifications due June 18, 2020.

Motion:

I move that the School Committee award a contract to Robert B. Our, Inc., to provide septic services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Robert B. Our Co., Inc. bid response of June 18, 2020.

KTJ:sjc



**Robert B. Our Co., Inc.**

<b>Septic Pumping</b>			
	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>
Regular pumping/per gal.	\$ .275	\$ .285	\$ .295
Grease pumping/per gal.	\$ .38	\$ .40	\$ .41
Pricing for Hazardous Waste Disposal/ per gal.	\$ 3.8	\$ 4.56	\$ 5.47
Annual Building Grease/Paint/Clay Trap Cleaning per unit	\$215.00	\$222.00	\$228.00
Annual Building Ejector Pump Inspections per unit	\$423.00	\$465.00	\$511.00
<b><i>pH Tanks Inspection, Cleaning &amp; Calibration of control equipment/probes (required quarterly)</i></b>			
Inspection & Cleaning per unit	\$225.00	\$270.00	\$324.00
Total (3)	<b><u>\$675.00</u></b>	<b><u>\$810.00</u></b>	<b><u>\$972.00</u></b>
Calibration of controls per unit	\$1200.00	\$1320.00	\$1452.00
Total (3)	<b><u>\$3600.00</u></b>	<b><u>\$3960.00</u></b>	<b><u>\$4356.00</u></b>
Hourly Incidental Labor Rate	\$170.00	\$187.00	\$206.00
Annual Siphon Inspection EHB, NHW	\$750.00	\$850.00	\$950.00
Replacement parts	<b>0% on replacement parts</b>		
Extra cost for equipment use	<b>\$0.00</b>		


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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 17, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE: INVITATION TO BID PREVENTATIVE MAINTENANCE FOR OIL  
BURNERS AND BOILERS IN ALL DISTRICT SCHOOLS**

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An Invitation to Bid was sent out on May 25, 2020 and due June 12, 2020 for preventative maintenance services on burners and boilers for a three (3) year period from July 1, 2020 through June 30, 2023

We received three (3) bids, one from our current vendor George T. Wilkinson, Inc., Rockland, MA, ENE Systems, Inc., Canton, MA, and JET Processional Group, Centerville, MA. The pricing is listed below:

<b>Company</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>Grand Total</b>
ENE	\$ 43,085.00	\$ 43,811.00	\$ 44,553.00	<b>\$131,449.00</b>
GTW	\$ 41,200.00	\$ 42,277.00	\$ 43,362.00	<b>\$126,839.00</b>
JET (withdrew bid response 6/7/2020)	<b>\$ 18,310.00</b>	<b>\$ 18,310.00</b>	<b>\$ 19,490.00</b>	<b>\$ 56,110.00</b>

I recommend that the School Committee approve a three-year contract with George T. Wilkinson, Inc. to provide Preventative Maintenance for Oil Burners and Boilers in all District Schools in accordance with our bid specifications due June 12, 2020.

Motion:

I move that the School Committee award a contract to George T. Wilkinson, Inc., to provide preventative maintenance for oil burners and boilers for a three-year period from July 1, 2020 through June 30, 2023, as per our specifications and George T. Wilkinson, Inc. bid response of June 12, 2020.

KTJ:sjc


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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 13, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE:** Alarm Monitoring and Repair Services

---

A Request for Quotations was sent out May 25, 2020 and due June 12, 2020 for Alarm Monitoring and Repair Services for a three (3) year period from July 1, 2020 through June 30, 2023.

We received one (1) bid, from our current vendor Cape Cod Alarm Co., Inc., South Yarmouth, MA. The pricing is listed below.

	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>
Fire	\$5,001.00	\$5,001.00	\$5,025.00
Burglar	\$4,167.00	\$4,167.00	\$4,209.00
<b>Grand Total</b>	<b>\$9,168.00</b>	<b>\$9,168.00</b>	<b>\$9,234.00</b>
Hourly Rate (Regular)	\$ 120.00	\$ 120.00	\$ 120.00
Rate evening/Saturday	\$ 180.00	\$ 180.00	\$ 180.00
Rate Sunday/Holiday	\$ 180.00	\$ 180.00	\$ 180.00

I recommend that you approve a three-year contract with Cape Cod Alarm Co., Inc. to provide Alarm Monitoring and Repair Services in accordance with our bid specifications due June 12, 2020.

Motion:

I move that we award a contract to Cape Cod Alarm Co., Inc. located in South Yarmouth, Mass. to provide alarm monitoring and repair services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Cape Cod Alarm Co., Inc. bid response of June 12, 2020.

KTJ:sjc


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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 13, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE:** Elevator Inspection and Maintenance Services

---

A Request for Quotations was sent out May 18, 2020 and due June 10, 2020 for Elevator Services for a three (3) year period from July 1, 2020 through June 30, 2023.

We received two bids, one from our current vendor BBE Corporation dba Buckley Elevator and one from Eagle Elevator, Boston, Mass. The pricing is listed below.

<b>Year</b>	<b>Eagle Elevator</b>	<b>BBE Corporation</b>
FY 21	\$23,245.00	\$21,210.00
FY 22	\$30,920.00	\$21,210.00
FY 23	\$23,245.00	\$21,210.00
<b>Grand Total For 3-years</b>	<b>\$77,410.00</b>	<b>\$63,720.00</b>

I recommend that you approve a three-year contract with BBE Corporation dba Buckley Elevator to provide Elevator Services in accordance with our bid specifications due June 10, 2020.

Motion:

I move that we award a contract to BBE Corporation dba Buckley Elevator, located in Salem Mass. to provide elevator inspections and maintenance services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and BBE Corporation dba Buckley Elevator bid response of June 10, 2020.

KTJ:sjc


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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 26, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE:** Invitation for Bids Refuse Collection and Disposal and Recycling

---

An Invitation for Bid was sent out on June 8, 2020 and due June 25, 2020 for Refuse Collection and Disposal and Recycling for a three (3) year period from July 1, 2020 through June 30, 2023 with two (2) one (1) year options.

We received three bids, one from our current vendor Cavossa Disposal Corporation, Nauset Disposal and Republic Services Pricing is attached.

I recommend that the School Committee approve a three-year contract with two (2) one (1) year options to Cavossa Disposal Corporation for our Refuse Collection and Disposal and Recycling in accordance with our bid specifications due June 25, 2020.

Motion:

I move that the School Committee award a contract to Cavossa Disposal Corporation , located in East Falmouth, MA. to provide Refuse Collection and Disposal and Recycling for the three-year period from July 1, 2020 through June 30, 2023, with two (2) one (1) year options as per our specifications and Cavossa Disposal Corporation bid response of June 25, 2020.

KTJ:sjc

## FY'20\_25 Rubbish Collection, Disposal & Recycling Results

	FY21	FY22	FY23	FY24 opt.	FY25 opt.	TOTALS
Republic Services South Yarmouth, MA						
Trash	\$43,588.00	\$46,639.16	\$49,903.85	\$53,397.17	\$57,134.99	\$250,663.17
Recycling	\$13,520.00	\$14,466.40	\$15,479.05	\$16,562.58	\$17,721.96	\$77,749.99
Total Ind. Pickup	\$48.00	\$51.36	\$54.96	\$58.80	\$62.92	\$328,413.16
TOTALS	\$57,156.00	\$61,156.92	\$65,437.86	\$70,018.55	\$74,919.87	\$328,689.20
Rejected	*incorrect figures					
Rejected	*No disposal costs					
Cavossa Disposal & Recycling East Falmouth, MA						
Trash	\$56,357.20	\$58,328.00	\$60,298.80	\$62,269.60	\$64,240.40	\$301,494.00
Recycling	\$13,520.00	\$14,196.00	\$14,872.00	\$15,548.00	\$16,224.00	\$74,360.00
Total Ind. Pickup	\$3,700.00	\$3,700.00	\$3,700.00	\$3,700.00	\$3,700.00	\$375,854.00
TOTALS	\$73,577.20	\$76,224.00	\$78,870.80	\$81,517.60	\$84,164.40	\$394,354.00
Nauset Disposal Orleans, MA						
Trash	\$68,556.00	\$70,268.00	\$71,980.00	\$73,692.00	\$75,404.00	\$359,900.00
Recycling	\$21,970.00	\$22,646.00	\$23,322.00	\$23,998.00	\$24,674.00	\$116,610.00
Total Ind. Pickup	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$476,510.00
TOTALS	\$90,526.00	\$92,914.00	\$95,302.00	\$97,690.00	\$100,078.00	\$476,510.00
Rejected	**Incomplete forms					


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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 30, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE: RFP FOR WASTEWATER TREATMENT FACILITY ENGINEERING  
CONSULTING AND OPERATION AND MAINTENANCE**

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A Request for Proposal was sent out June 1, 2020 and due June 18, 2020 for Wastewater Treatment Facility Engineering Consulting and Operation and Maintenance for the period from July 1, 2020 – June 30, 2021, with an option to renew for two years through June 30, 2023.

We received one (1) bid, one from Weston & Sampson Services, Inc. of Reading, MA. Pricing is attached.

I recommend that the School Committee approve a contract for the period from July 1, 2020-June 30, 2021 with an option to renew for two years through June 30, 2023 with Weston & Sampson Services, Inc. in accordance with our bid specifications due June 18, 2020.

Motion:

I move that the School Committee award a contract to Weston & Sampson Services, Inc. of Reading, MA to provide wastewater treatment facility engineering consulting, operation and maintenance for the period from July 1, 2020-June 30, 2021, with an option to renew for two years through June 30, 2023, as per our specifications and Weston & Sampson Services, Inc. of Reading, MA bid response of June 18, 2020.

KTJ:sjc



# PRICE PROPOSAL

June 2020

## Dennis-Yarmouth Regional School District

Wastewater Treatment Facility Engineering Consulting and Operation and Maintenance

restore

enhance

sustain

maintain



transform your environment

westonandsampson.com

5 Centennial Drive  
Peabody, MA 01960 (HQ)  
tel: 978.532.1900





The price below has been prepared to be all-inclusive for the O&M services outlined in our Scope of Services. In developing our price, we have **not** included the following items, costs for which will remain the responsibilities of the School District

1. Funding all necessary Capital Expenditures based upon yearly appropriation.
2. Keeping in force all warranties, guarantees, easements, and licenses that have been granted School District and are not transferred to Weston & Sampson Services, Inc. under this proposal.
3. Paying all property, franchise, or other taxes associated with the wastewater treatment plant in accordance with the School District's tax status other than taxes imposed upon Weston & Sampson Services, Inc.'s net income.
4. Providing to Weston & Sampson Services, Inc., in writing, on the day services begin under this proposal, the name of the School District's authorized representative.
5. Providing Weston & Sampson Services, Inc., within a reasonable time after request, with the temporary use of any piece of School District's equipment that is available so that Weston & Sampson Services, Inc. can discharge its obligations under this proposal in the most cost-effective manner.
6. Paying all utility bills and routine operation expenses including, but not limited to chemicals, spare parts, supplies, sludge hauling, and all other necessary outside contractors, *unless otherwise provided for in our Cost Proposal.*
7. Maintenance and repair of the leach field, gravity sewer, force main pipelines, and all components of the facility disposal and collection systems, as appropriate.
8. Maintaining, renewing, and updating facility discharge permits, site plans, and O&M manuals, as applicable. Please note that maintenance and update of these documents may require the services of a third party registered professional engineer.

Dennis Yarmouth Regional School District  
Rotating Biological Contactor WWTF  
South Yarmouth, Massachusetts  
Project Cost Schedule

Personnel Services <sup>(A)</sup>	\$ 34,260
Technical and Management Support	\$820
Chemicals <sup>(B)</sup>	\$4,100
Equipment and Supplies <sup>(B)</sup>	\$900
Other: Outside Laboratory Cost <sup>(C)</sup>	\$ 5,100
Other: Preventative Maintenance and Repair <sup>(B)</sup>	\$ 1,800
Subtotal Lump Sum Annual Cost	\$46,980
Current Contract Allowance Balance – Applied to First Year Cost <sup>(D)</sup>	(\$5,700)
Total Lump Sum Annual Costs – First Year <sup>(E)</sup>	\$41,280
Monthly Lump Sum Cost – First Year <sup>(E)</sup>	\$3,440

<sup>(A)</sup> Personnel Services: Includes up to two (2) hours per day (Monday through Friday, except for holidays) of onsite service.

<sup>(B)</sup> If allowance expenditures are less than the limits expressed here for any contract year, Weston & Sampson Services, Inc. will carry the balance forward into the subsequent contract year. If the Allowance expenditures exceed the above limits, the School District will pay the excess to Weston & Sampson Services, Inc. Remaining allowance balance at the completion of the contract will be refunded to the School District. Allowance figures presented above have been calculated from the School District's historical expenses.

<sup>(C)</sup> Outside Laboratory Cost includes 12 months of analysis for Influent, Effluent and three (3) Monitoring Wells as specified in the facility's current MassDEP Groundwater Discharge Permit. The cost of analysis above and beyond the scope of the current permit, and cost associated with additional sampling and analysis conducted to ensure MassDEP compliance.

<sup>(D)</sup> Weston & Sampson Services, Inc. will apply the remaining balance of allowances from the operation and maintenance contract currently in effect (estimated at \$5,700 as of June 18, 2020), to the cost of the first year of wastewater treatment operation and maintenance services under this proposal.

<sup>(E)</sup> Annual Costs for subsequent contract years will include full allowance sums presented above, and will be adjusted by the local Consumer Price Index.

Where the method of payment for services is on a time and materials basis, labor costs, and costs for materials and outside subcontractor and consultant fees, will be applied to the appropriate allowances, if applicable, as indicated above. The cost of materials and outside subcontractor and consultant fees will be marked up by 10%. Hourly rates are described below.

**Supplemental Schedule of Hourly Labor Rates  
Non-Prevailing Wage**

Personnel Category	Year One <sup>(A)</sup>
Operator	\$125
Mechanic	\$125
Instrumentation/Controls/Electrical Specialist	\$135
Project Manager	\$135
Health and Safety Manager	\$150
Compliance Support	\$100

**Supplemental Schedule of Hourly Labor Rates  
Prevailing Wage <sup>(B)</sup>**

Personnel Category	Year One <sup>(A)</sup>
Controls/Electrical: 7:00 AM – 4:00 PM, Weekdays, Non-Holidays	\$160
Controls/Electrical: 4:00 PM – 7:00 AM, Holidays, Weekends	\$170
Mechanical: 7:00 AM – 4:00 PM, Weekdays, Non-Holidays	\$140
Mechanical: 4:00 PM – 7:00 AM, Holidays, Weekends	\$150
Laborer: 7:00 AM – 4:00 PM, Weekdays, Non-Holidays	\$110
Laborer: 4:00 PM – 7:00 AM, Holidays, Weekends	\$120

<sup>(A)</sup> Hourly rates for subsequent contract years will be adjusted by the local Consumer Price Index.

<sup>(B)</sup> Weston & Sampson Services, Inc. anticipates that certain work assignments, such as major repairs, may be considered to be Prevailing Wage. However, Weston & Sampson Services, Inc. understands that operation and maintenance of the School District's High School wastewater treatment facility is not Prevailing Wage.


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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** June 19, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE:** Request for Quotations for Sprinkler Maintenance Services

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A Request for Quotations was sent out June 1, 2020 and due June 18, 2020 for Sprinkler Maintenance Services for a three (3) year period from July 1, 2020 through June 30, 2023.

We received three bids from the following: Gannon Fire Sprinkler, Cogswell Sprinkler Co. Inc., Encore Holdings LLC, Fire Equipment Inc. Pricing is below:

Year	Gannon Fire Sprinkler	Cogswell Sprinkler Company Inc.	Encore Holdings LLC	Fire Equipment Inc.
FY21	\$ 2,525.00	\$ 4,700.00	N/A late bid	N/A late bid
FY22	\$ 2,525.00	\$ 5,300.00	N/A late bid	N/A late bid
FY23	\$ 2,525.00	\$ 5,900.00	N/A late bid	N/A late bid
<b>Grand Total for 3 years</b>	<b><u>\$ 7,575.00</u></b>	<b><u>\$15,900.00</u></b>	<b><u>N/A late bid</u></b>	<b><u>N/A late bid</u></b>

I recommend that the School Committee approve a three-year contract with Gannon Fire Sprinkler of Hyannis, MA to provide Sprinkler Maintenance Services in accordance with our bid specifications due June 18, 2020.

Motion:

I move that the School Committee award a contract to Gannon Fire Sprinkler, to provide sprinkler maintenance services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Gannon Fire Sprinkler bid response of June 18, 2020.

KTJ:sjc

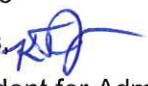
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**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**

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**DATE:** July 6, 2020  
**TO:** Carol Woodbury, Superintendent of Schools  
School Committee  
**FROM:** Kenneth T. Jenks,   
Asst. Superintendent for Administration and Business Services  
**RE:** IFB for Professional Roof Inspections, Condition Assessment Reports,  
Database Development, Preventive Maintenance Services & Emergency  
Leak Response Program

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An Invitation for Bid was sent out June 22, 2020 and due July 2, 2020 for Roof Inspections, Condition-Assessment Reports/Database Development, Preventive Maintenance Services & Emergency Leak Response Program for the period of July 1, 2020 through June 30, 2021, twelve (12) months with an option for the owner to renew the agreement for two (2) additional/consecutive twelve (12) month periods, to a maximum term of (36) months. Option to renew lies solely with the Owner.

We received one (1) bid from Weatherproofing Technologies, Inc., Beachwood, OH. Pricing is attached.

I recommend that the School Committee approve a twelve (12) month July 1, 2020-June 30, 2021 with an option for the owner to renew the agreement for two (2) additional/consecutive twelve (12) month periods, to a maximum term of (36) months, to provide Roof Inspections, Condition-Assessment Reports/Database Development, and Preventive Maintenance Services & Emergency Leak Response Program in accordance with our bid specifications due July 2, 2020.

Motion:

I move that the School Committee award a contract to Weatherproofing Technologies, Inc., located in Beachwood, OH to provide Roof Inspections, Condition-Assessment Reports/Database Development, and Preventive Maintenance Services & Emergency Leak Response Program for the period of July 1, 2020 through June 30, 2021, twelve (12) months with an option for the owner to renew the agreement for two (2) additional/consecutive twelve (12) month periods, to a maximum term of (36) months, as per our specifications and Weatherproofing Technologies, Inc. bid response of July 2, 2020.

KTJ:sjc

<b>Twice yearly Prof. Inspection, Reports, Database &amp; Preventive Maintenance</b>	<b>FY21</b>	<b>FY22 Option</b>	<b>FY23 Option</b>
DYHS & Out buildings	\$18,986	\$18,986	\$18,986
Station Avenue Elementary School	\$ 5,517	\$ 5,517	\$ 5,517
Ezra H. Baker Elementary School	\$ 3,150	\$ 3,150	\$ 3,150
<b>Totals</b>	<b>\$27,653</b>	<b>\$27,653</b>	<b>\$27,653</b>
<b>Once Yearly Prof., Inspection, Condition Assessment Report &amp; Database Development (no preventive maintenance)</b>			
Mattacheese Middle School	\$ 2,250	\$ 1,800	\$ 1,800
M.E. Small Elementary School	\$ 4,250	\$ 3,400	\$ 3,400
Nathaniel H. Wixon School	\$ 2,312.50	\$ 1,850	\$ 1,850
Administration	\$ 1,750	\$ 1,750	\$ 1,750
<b>Total</b>	<b>\$10,562.50</b>	<b>\$ 8,800</b>	<b>\$ 8,800</b>
<b>Scope of Service</b>			
Misc. Leak Repair 2 person crew x (4) hr min (8 hr total)			
Lump Sum Crew Cost Mon-Fri	\$ 1,225	\$ 1,262	\$ 1,300
Lump Sum Crew Cost Holiday/Weekend	\$ 1,837.50	\$ 1,893	\$1,950
Misc. Leak Repair 2 person crew x (6) hr min (8 hr total)			
Lump Sum Crew Cost Mon-Fri	\$ 1,837.50	\$ 1,893	\$1,950
Lump Sum Crew Cost Holiday/Weekend	\$ 2,756.25	\$ 2,839.50	\$ 2,925
Misc. Leak Repair 2 person crew x (8) hr min (8 hr total)			
Lump Sum Crew Cost Mon-Fri	\$ 2,450	\$ 2,524	\$ 2,600
Lump Sum Crew Cost Holiday/Weekend	\$ 3,675	\$ 3,786	\$ 3,900

Material/supply/rental margin (%) 15 % added to purchase cost.  
(FY 21, FY 22 Option, FY 23 Option)

## Carol Woodbury

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**From:** Jeni Landers <jeni.landern@dy-regional.k12.ma.us>  
**Sent:** Monday, July 06, 2020 11:52 AM  
**To:** Carol Woodbury  
**Subject:** Fwd: Resolution: COVID-19 state funding

Link to doc.

Sent from my iPhone

Begin forwarded message:

**From:** Nerissa Wallen <Nerissa.Wallen@tritonschools.org>  
**Date:** July 4, 2020 at 5:17:47 PM EDT  
**To:** [jeni.landern@dy-regional.k12.ma.us](mailto:jeni.landern@dy-regional.k12.ma.us)  
**Subject:** Resolution: COVID-19 state funding

Jeni,

I'm writing to ask your Committee to consider a resolution being taken up this month by School Committees across the state, calling for full state reimbursement of all COVID-19 school expenses (staffing, transportation, materials):  
<https://docs.google.com/document/d/1uC5Dj3jRTClEpdYHiXMPjF85CSdTNGma7YM0HgZxLns/edit>

This resolution was drafted by School Committee members concerned about our ability to sustain the major new expenses needed for a safe and responsible re-opening this fall, after the painful cuts we've already been forced to make during this fiscal crisis.

We believe it's essential to push back early and hard on the idea that districts should pay for whatever COVID-19 expenses are required by state mandates. We of course hope that additional federal aid will come through; but with an ever-increasing COVID cost projection and no guarantee of federal stimulus, hope is not a plan.

Given this uncertainty, a shared resolution passed now by multiple School Committees can be a powerful statement that we are united in support of a statewide school re-opening that's safe, responsible and equitable for every district.

119 Committees have passed this resolution so far, and many more are taking it up in the coming weeks. We hope your Committee will consider this resolution as well.

Let me know if you have any questions, and thank you for your consideration.

Sincerely,  
Nerissa Wallen  
Chair, Triton Regional School Committee

Note: This email is subject to MGL: Chapter 66, Section 10 Public Records Law.

*'File > Make a copy' to use this template.*

*Passed by 127 School Committees to date (complete list below).*

*Tips on sending to state officials below. Press release [here](#). Globe coverage [here](#).*

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**[DISTRICT] SCHOOL COMMITTEE RESOLUTION:  
COVID-19 STATE FUNDING**

**DATE:** [Meeting date of vote]

**TO:** Governor Charlie Baker  
Education Secretary James Peyser  
Education Commissioner Jeffrey Riley  
Senate President Karen Spilka  
House Speaker Robert DeLeo  
Joint Education Committee Co-Chair Jason Lewis  
Joint Education Committee Co-Chair Alice Peisch

**CC:** [District State Senator(s)]  
[District State Representative(s)]  
[District Mayor or local governing body]

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WHEREAS, if schools are to re-open this fall in the midst of the COVID-19 pandemic, it is the responsibility of each school district to do so safely and responsibly; and

WHEREAS, it is the responsibility of the state to ensure that each school district is able to pay for the enormous additional staffing, transportation and material expenses required to do this; and

WHEREAS, the state cannot expect mandatory COVID-19 safety guidelines to be followed without also ensuring that each school district has the funds required to implement these guidelines; therefore, let it be

RESOLVED: that the state must guarantee every school district full reimbursement for whatever COVID-19 expenses are required to follow state mandates.

We must ensure a statewide school re-opening that is safe, responsible and equitable.

**THERE CAN BE NO UNFUNDED MANDATES FOR COVID-19.**

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Respectfully,  
[District] School Committee  
[School Committee Chair]  
[School Committee member names]



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### After Passage

1. Drop us a line to let us know! Email [demlingp@arps.org](mailto:demlingp@arps.org).
  2. Email a copy to: your State Senator(s) and Representative(s); Senate President [Karen.Spilka@masenate.gov](mailto:Karen.Spilka@masenate.gov); House Speaker [Robert.DeLeo@mahouse.gov](mailto:Robert.DeLeo@mahouse.gov); and Education Committee Co-Chairs [Jason.Lewis@masenate.gov](mailto:Jason.Lewis@masenate.gov) and [Alice.Peisch@mahouse.gov](mailto:Alice.Peisch@mahouse.gov).
  3. When you email your Senator/Rep, ask them to “send to your administration contacts for Governor Baker, Secretary Peyser and Commissioner Riley, and follow up with those contacts for a response.”
  4. Share the good news! Email your local press ([press release here](#)), and post on social media (tagging your reps on Twitter is great): let the public know your committee is advocating for public schools! #MACoverK12CovidCosts
- 

### Passage Record

<u>Passed by</u>	<u>Passage Date</u>
1. Gardner School Committee	6/8/20
2. North Brookfield School Committee	6/8/20
3. Wellesley School Committee	6/8/20
4. Grafton School Committee	6/9/20
5. Southeastern Regional Voc Tech School Committee	6/9/20
6. Mansfield School Committee	6/9/20
7. Milton School Committee	6/10/20
8. Westborough School Committee	6/10/20
9. Wilmington School Committee	6/10/20
10. Hatfield School Committee	6/10/20
11. Ashland School Committee	6/10/20
12. Sharon School Committee	6/10/20
13. Hamilton-Wenham Regional School Committee	6/10/20
14. Quincy School Committee	6/10/20
15. Mohawk Trail Regional School Committee	6/10/20
16. Masconomet Regional School Committee	6/10/20
17. Amherst School Committee	6/11/20
18. Pelham School Committee	6/11/20

19. Amherst-Pelham Regional School Committee	6/11/20
20. Arlington School Committee	6/11/20
21. Monomoy Regional School Committee	6/11/20
22. Andover School Committee	6/11/20
23. Walpole School Committee	6/11/20
24. Reading School Committee	6/11/20
25. Holyoke School Committee	6/15/20
26. Natick School Committee	6/15/20
27. Hingham School Committee	6/15/20
28. Scituate School Committee	6/15/20
29. South Hadley School Committee	6/15/20
30. Hull School Committee	6/15/20
31. Seekonk School Committee	6/15/20
32. Newburyport School Committee	6/15/20
33. Westford School Committee	6/15/20
34. Winchester School Committee	6/16/20
35. Needham School Committee	6/16/20
36. Lincoln-Sudbury Regional School Committee	6/16/20
37. Ashburnham-Westminster Regional School Committee	6/16/20
38. Saugus School Committee	6/16/20
39. East Bridgewater School Committee	6/16/20
40. Peabody School Committee	6/16/20
41. Lexington School Committee	6/16/20
42. Revere School Committee	6/16/20
43. Concord-Carlisle School Committee	6/16/20
44. Chelmsford School Committee	6/16/20
45. Pentucket Regional School Committee	6/16/20
46. Wayland School Committee	6/17/20
47. Triton Regional School Committee	6/17/20
48. Monson School Committee	6/17/20
49. Williamsburg School Committee	6/17/20
50. Lowell School Committee	6/17/20
51. Cohasset School Committee	6/17/20

52. Old Colony Regional Voc Tech School Committee	6/17/20
53. Nashoba Regional School Committee	6/17/20
54. Whitman-Hanson Regional School Committee	6/17/20
55. Norwood School Committee	6/17/20
56. Framingham School Committee	6/17/20
57. Montachusett Regional Voc Tech School Committee	6/17/20
58. Frontier Regional School Committee	6/17/20
59. Ludlow School Committee	6/17/20
60. Springfield School Committee	6/18/20
61. Acton-Boxborough Regional School Committee	6/18/20
62. Randolph School Committee	6/18/20
63. Ipswich School Committee	6/18/20
64. Maynard School Committee	6/18/20
65. Worcester School Committee	6/18/20
66. Topsfield School Committee	6/18/20
67. Brookline School Committee	6/18/20
68. Milford School Committee	6/18/20
69. Sunderland School Committee	6/18/20
70. Deerfield School Committee	6/18/20
71. Conway School Committee	6/18/20
72. Whately School Committee	6/18/20
73. Southern Berkshire Regional School Committee	6/18/20
74. Middleton School Committee	6/18/20
75. Berkshire Hills Regional School Committee	6/18/20
76. Hampden-Wilbraham Regional School Committee	6/18/20
77. Carlisle School Committee	6/19/20
78. Blue Hills Regional School Committee	6/19/20
79. Harvard School Committee	6/20/20
80. Abington School Committee	6/22/20
81. Holbrook School Committee	6/22/20
82. Holliston School Committee	6/22/20
83. Mendon-Upton Regional School Committee	6/22/20
84. Amesbury School Committee	6/22/20

85. Newton School Committee	6/22/20
86. Dracut School Committee	6/22/20
87. Malden School Committee	6/22/20
88. North Middlesex Regional School Committee	6/22/20
89. Norwell School Committee	6/22/20
90. Oxford School Committee	6/22/20
91. Brewster School Committee	6/22/20
92. Auburn School Committee	6/23/20
93. Belchertown School Committee	6/23/20
94. Plainville School Committee	6/23/20
95. West Springfield School Committee	6/23/20
96. Dighton-Rehoboth Regional School Committee	6/23/20
97. Franklin School Committee	6/23/20
98. Northbridge School Committee	6/23/20
99. Agawam School Committee	6/23/20
100. Ayer-Shirley Regional School Committee	6/24/20
101. Narragansett Regional School Committee	6/24/20
102. Hopkinton School Committee	6/24/20
103. Millbury School Committee	6/24/20
104. Bridgewater-Raynham Regional School Committee	6/24/20
105. Dudley-Charlton Regional School Committee	6/24/20
106. Southampton School Committee	6/24/20
107. Woburn School Committee	6/24/20
108. Pittsfield School Committee	6/24/20
109. Worthington School Committee	6/25/20
110. Hadley School Committee	6/25/20
111. North Andover School Committee	6/25/20
112. Central Berkshire Regional School Committee	6/25/20
113. Melrose School Committee	6/25/20
114. Boxford School Committee	6/25/20
115. Haverhill School Committee	6/25/20
116. Norfolk School Committee	6/26/20
117. Medfield School Committee	6/29/20

118.	Granby School Committee	6/29/20
119.	Northampton School Committee	6/29/20
120.	Belmont School Committee	6/29/20
121.	Braintree School Committee	6/29/20
122.	Lenox School Committee	6/29/20
123.	Uxbridge School Committee	6/29/20
124.	Georgetown School Committee	6/30/20
125.	Leverett School Committee	7/1/20
126.	Winchendon School Committee	7/2/20
127.	North Attleborough School Committee	7/3/20



## **Dennis-Yarmouth Regional School District- Maintenance Department**

296 Station Avenue, South Yarmouth, MA 02664  
Office Phone: 508.398.7670 508.398.7677 Fax 508.398.7663

**Sandra Cashen Facility Manager, DYRSD**  
**508.726.8161 cell**

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Town of Yarmouth Waste Management  
Roby Whitehouse, Supervisor  
606 Forest Road  
West Yarmouth, MA 02673

Re: *Safety Vests*

Dear Roby:

The Dennis-Yarmouth Regional School District Maintenance and Grounds Department would like to thank you for our safety vests. We are very grateful for this PPE equipment to help keep our staff safe.

Many thanks.

Sincerely,

A handwritten signature in cursive script that reads "Sandra J. Cashen".

Sandra J. Cashen

\sjc

cc- Ken Jenks  
Carol Woodbury

**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**  
**Minutes of a School Committee Meeting**  
**Monday, June 15, 2020**

A Dennis-Yarmouth Regional School Committee meeting was held on Monday, June 15, 2020, via remote technology in accordance with the Governor of Massachusetts' March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, Section 20.

Members Present: Jeni Landers, Chairperson; Joseph Tierney, Vice Chairperson; Andrea St. Germain, Secretary; Brian Carey, Treasurer; James Dykeman, Jr.; Brian Sullivan; and Phillip Morris.

Members Absent: Tainan Nunes, Student Representative

Others Present: Carol Woodbury, Superintendent of Schools; Ken Jenks, Assistant Superintendent for Administrative and Business Services; Eileen Whalen, Recording Secretary to the School Committee; Sherry Santini, Director of Humanities and the Arts; Maria Lopes, Director of Pupil Services; JoAnna Watson, Assistant Director of Digital Learning and Library Services; Paul Funk, Principal, Dennis-Yarmouth Regional High School; Patrick Riley, Principal, M.E. Small Elementary School; Pat Plucinski; Eileen Martins; Karen Beauchemin; Joe Glynn; Sonya Fellman; Will Rubinstein; Catie Depuy; Jessica Luna; Lindsay Bryant.

At 5:38 p.m., Jeni Landers, Chairperson, called the meeting to order.

School Committee Liaisons to the Boards of Selectmen – B. Carey, Dennis; J. Tierney, Yarmouth

Brian Carey, Dennis: Mr. Carey announced that the Dennis Annual Town Meeting would take place on Tuesday, June 23<sup>rd</sup> at 5:30 p.m. at the Wixon School under a tent. He made note of the earlier time and said that the selectmen voted to temporarily lower the town meeting quorum requirement to no less than 10% of the number otherwise required to establish a quorum.

Joe Tierney, Yarmouth: Mr. Tierney announced that the Yarmouth Annual Town Meeting would take place on Monday, June 22<sup>nd</sup> at 6:00 p.m. at the Mattacheese Middle School. He also said that the Town of Yarmouth has the warrant articles running on the Yarmouth YouTube channel, including Article 6 which pertains to funding the town's share of the school budget.

Update on School Building Project: Joe Tierney

Mr. Tierney said that the focus groups are continuing to meet. Those groups report back to the building committee as a whole. The next building committee meeting will take place on July 9<sup>th</sup> at 4:30 and will be a Zoom meeting. He would like to schedule a presentation to the school committee sometime after the July 9<sup>th</sup> meeting. Jeni Landers said a presentation as soon as possible would be very helpful.

Assistant Superintendent Report: Ken Jenks

Reopening Update – Mr. Jenks discussed the school offices reopening; sneeze guards are being installed where needed and 6 foot spacing will be adhered to. There have been many outside inquiries as to when the fields will be open; the school district is following state guidelines in this regard. There is currently no news about September.

Food Services Vehicle – Mr. Jenks informed the Committee that the food services vehicle purchase which was approved at the June 1, 2020 meeting has fallen through; the vendor has since sold the vehicle. Mr. Jenks asked the committee to rescind the original vote and to approve the purchase of the vehicle to the next lowest quote; Chatham Ford.

On a motion by Phil Morris, seconded by Joe Tierney, and carried 7-0 it was

VOTED: Move to rescind the June 1, 2020 purchase approval and move that the School Committee approve the purchase of the Food Services van from Chatham Ford in the amount of \$22,847.

Boiler Burner Bid: Mr. Jenks said that were three bids and that Sandy Cashen is checking the references. Therefore he will not be asking for a vote from the Committee at this time.

Alarm System Monitoring Bid: Mr. Jenks said there was one bid was received. After a brief discussion, on a motion by Phil Morris, seconded by Jim Dykeman and carried 7-0, it was

VOTED: Move that the School Committee award a contract to Cape Cod Alarm Co., Inc. located in South Yarmouth, Mass. to provide alarm monitoring and repair services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and Cape Cod Alarm Co., Inc. bid response of June 12, 2020.

Elevator Inspection and Maintenance Services Bid: Ken referenced the memo which was emailed to the committee prior to the meeting. There were two bids received. After discussion, on a motion by Joe Tierney, seconded by Brian Carey, and carried 7-0, it was

VOTED: Move that the School Committee award a contract to BBE Corporation dba Buckley Elevator, located in Salem, Mass. to provide elevator inspections and maintenance services for the three-year period from July 1, 2020 through June 30, 2023, as per our specifications and BBE Corporation dba Buckley Elevator bid response of June 10, 2020.

Mr. Jenks brought to the attention of the committee that there are going to be small adjustments to the assessments that have already been submitted to the towns. He would like the towns to have the most accurate figures. He suggested scheduling a school committee meeting on Thursday, June 18<sup>th</sup> to vote on the Revised FY21 Budget and Assessments; all were in agreement.

#### Superintendent Report – Carol Woodbury

Mrs. Woodbury said that in prior years the district retirees would be honored at a school committee meeting. Due to the pandemic this celebration will have to be delayed; perhaps taking place during the summer or fall. She wished to give thanks and gratitude to the retirees:



Nancy Dunn, MMS; Tammy Neter, NHW; Margaret O'Connor, DYH; Susan Anarino, MES; Kathy Downing, NHW; Priscilla Bellerose, NHW; Christine Cousins, MMS; Sharon Howard, EHB; Pat MacArthur, SAE; Kim Reeves, MMS; Ann Knell, MMS.

Mrs. Woodbury felt it is a very difficult time to search for a new principal. She has asked Mike Bovino to step in as interim principal at Mattacheese and he has graciously agreed.

June 19<sup>th</sup> is the last day of school. A survey on remote learning will be distributed soon and feedback is appreciated.

She discussed the Extended School Year and summer services. Not all decisions have been made; high needs students are the top priority.

Mrs. Woodbury spoke of school being closed since mid-March due to the pandemic. News reports about the sick and dying, those experiencing the loss of a loved one, and the health care workers have all been so worrisome. And the shocking news about George Floyd, a black man who died after a police officer kept his knee on Mr. Floyd's neck for over 8 minutes. This terrible event has outraged and infuriated all of us.

Mrs. Woodbury spoke of a partnership that the district has had since 2018 called Equal Opportunity Schools (EOS). The mission of EOS as listed on their website is to ensure that students of color and low-income students have equitable access to America's most academically intense high school programs and succeed at the highest levels. Mrs. Woodbury also shared that the district's leadership team believes that opportunity precedes achievement and that all means all. Schools should teach students how to think; not what to think. She quoted from the Black Lives Matter website: "We work vigorously for freedom and justice for Black people and, by extension, all people." "We are unapologetically Black in our positioning. In affirming that Black Lives Matter, we need not qualify our position. To love and desire freedom and justice for ourselves is a prerequisite for wanting the same for others." Mrs. Woodbury ended with a quote from Frederick Douglass: "It is easier to build strong children than to repair broken men."

Jeni Landers thanked the superintendent for her words and said that the school district strives to be safe, diverse, and inclusive.

### **School Committee Business**

#### **Consent Agenda**

On a motion by Brian Carey, seconded by Andrea St. Germain, and carried 7-0, it was

VOTED: To approve the following items as presented in the Consent Agenda:

#### **Donations:**

Move to accept with gratitude a donation of pencils, pens, glue sticks, markers, tape, crayons, construction paper, scissors, paper towels, and tissues from the D-Y Women's Club to the Ezra H. Baker Innovation School.

Move to accept with gratitude a check in the amount of \$3,046.65 from the Stop and Shop A+ Rewards Program for the Ezra H. Baker Innovation School which will be used to support the “fruit bowl.”

Move to accept with gratitude a \$6,500 grant from the Jean Hamilton Memorial Fund of the Cape Cod Foundation for scholarships for eight members of the Dennis-Yarmouth Regional High School Class of 2020.

Move to accept with gratitude a donation of 31 Dell Desktop Computers from the Cooperative Bank of Cape Cod.

**Minutes:**

June 1, 2020

**Calendars**

The next school committee meeting will be Thursday, June 18 at 5:30 p.m.

**Items Distributed at Meeting**

Memo – Request for Quotations for Alarm Monitoring and Repair Services

Memo - Request for Quotations for Elevator Inspection and Maintenance Services

**Public Comment Period**

Joe Glynn spoke of the upcoming town elections. Sonya Fellman thanked the school committee and administration for their service. She suggested forming a task force to address concerns about systemic racism.

**Adjourn**

At 6:35 p.m., on a motion by Brian Carey, seconded by Andrea St. Germain, and carried 7-0 it was

VOTED: To adjourn the meeting.

Minutes recorded and prepared by,

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Eileen M. Whalen, Assistant Secretary

**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**  
**Minutes of a School Committee Meeting**  
**Thursday, June 18, 2020**

A Dennis-Yarmouth Regional School Committee meeting was held on Thursday, June 18, 2020, via remote technology in accordance with the Governor of Massachusetts' March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, Section 20.

Members Present: Jeni Landers, Chairperson; Andrea St. Germain, Secretary; Brian Carey, Treasurer; James Dykeman, Jr.; and Phillip Morris.

Members Absent: Joseph Tierney, Vice Chairperson; Brian Sullivan; Tainan Nunes, Student Representative

Others Present: Carol Woodbury, Superintendent of Schools; Ken Jenks, Assistant Superintendent for Administrative and Business Services; Eileen Whalen, Recording Secretary to the School Committee; Maria Lopes, Director of Pupil Services; Kevin Depin, Principal, Ezra H. Baker Innovation School; Michelle Dunn.

At 5:34 p.m., Jeni Landers, Chairperson, called the meeting to order.

**School Committee Business**

**Revised FY 21 Budget and Assessments**

Mr. Jenks referenced the Revised FY 21 Budget and Assessments Memo and FY 21 Assessment Calculation PowerPoint slide that was emailed to the Committee prior to the meeting; which Mrs. Woodbury screen shared. These adjustments lowered the total assessment in both towns. On a motion by Brian Carey, seconded by Andrea St. Germain, and carried by roll call vote 5-0, it was

VOTED: Move that the School Committee adopt an FY21 budget of \$64,743,044 with a Dennis operating assessment of \$17,368,375 and debt service of \$471,936 for a total Dennis assessment of \$17,840,311 and a Yarmouth operating assessment of \$35,527,165 and debt service of \$347,054 for a total assessment of \$35,874,219.

Brian Carey	yes
James Dykeman	yes
Phillip Morris	yes
Andrea St. Germain	yes
Jeni Landers	yes

Mr. Morris asked about the Yarmouth warrant. Mr. Jenks said that both town administrators are expecting the new assessment wording and anticipates the article to be amended from the floor.

Superintendent Report – Carol Woodbury  
D-YRSAA Retirees

Mrs. Woodbury wished to give thanks and gratitude to retirees Barbara Totten, DYH; Jan Murray-Daniels, ADM; Kathy Ellis, SAE; and Chris Machado, Technology. Jeni Landers thanked the retirees on behalf of the Committee.

**Items Distributed at Meeting**

Revised FY 21 Budget and Assessments Memorandum  
FY 21 Assessment Calculation PowerPoint Slide

**Adjourn**

At 5:42 p.m., on a motion by Brian Carey, seconded by Andrea St. Germain, and carried 5-0 it was

VOTED: To adjourn the meeting.

Minutes recorded and prepared by,

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Eileen M. Whalen, Assistant Secretary

# August 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13 DYH Band Camp	14 DYH Band Camp	15 DYH Band Camp
16 DYH Band Camp	17 SC Meeting 5:30 (Remote)	18	19	20	21	22
23	24	25 Teacher Opening Day	26 Teacher Professional Day	27 Teacher Professional Day	28 No School	29
30	31 No School					

# July 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4 Independence Day
5	6	7	8	9 School Building Committee Meeting 4:30 (Remote)	10	11
12	13 SC Meeting (Remote) 5:30	14 Summer Institute (remote)	15 Summer Institute (remote)	16	17	18
19	20	21	22	23	24	25 Proposed Graduation HS Football Field 9AM
26	27	28	29	30	31	