

**DRAFT**

March 16, 2007

To: Town Council, School Committee, Finance Committee  
From: Jeff Nutting  
Subject: Proposed Consolidation of All School Facilities under the DPW and Facilities Department.

I have been in discussion with the Supt of School, DPW and the Facilities Department for many months about the DPW assuming all facilities responsibilities in FY 08. The superintendent has been interested in the concept but has not reached a conclusion on the matter. However I see no reason not to proceed with the consolidation of services under the Town's DPW and Facilities department. The advantages are several -

1. The school department saves \$125,000 by consolidating services.
2. Consolidation and supervision of all field and grounds maintenance. Currently the school does not provide adequate supervision in this area.
3. Supervision of the trades personal (plumbers, electricians, etc) with the ability to provide less expensive assistances when needed. Currently the Town does not provide adequate supervision in this area.
4. Maintenance of all school vehicles - we are planning on this for July 1. Saving money for the schools and town generally.
5. Town responsibility for snow and ice removal of school, saving the schools and Town money. This will also take the uncertainty of snow removal costs from the school budget.
6. Consolidation of equipment requirements for maintenance of grounds and facilities. This will eliminate redundancy in purchasing equipment.
7. Moving the trades employees from the HS to the DPW once the temporary Fire Station is no longer needed. Freeing up some space as we look to reconstruct the HS.
8. Smaller growth in future school budgets as the Town assumes increase liability for pensions, health insurance, pay raises, workers compensation, energy costs, etc.
9. Increased staff flexibility to deal with issues by consolidating three bargaining unions into one union
10. Better coordination of safety training for employees

11. Increase opportunity for employees to advance into different positions as they may become available.
12. It will allow the School system to focus on education not facilities management.

The plan calls for the current Director of Facilities to remain in this building and with his one support personnel and not have daily oversight of staff. He would continue to concentrate his efforts on capital improvements, energy and green building savings, bid specification and contracting for elevators, fire alarms, plumbing, heating, HVAC, etc. He would continue to attend all building committee meetings, help choose engineers, architects, etc. He would assist the building maintenance crews with technical issues as may be required. He would be a direct report to the TA.

The DPW would absorb school vehicle, grounds, facilities, custodian maintenance, as well as take on plowing of school facilities. In order to accomplish all of this I would propose a reorganization of the DPW. This can be accomplished within the current budgeted positions.

While the schools may be nervous about the change I believe is on the long-term best interest of all involved.

Please feel free to call or write with questions.