

FACILITIES/ENERGY COMMITTEE MINUTES

Superintendent's Office

February 12, 2018

3:30 p.m.

Annotated Notes

Present: Board Members Kevin Bazan, Ben Kilanski;
Administration: Mike Duprey, Principal, Elisha Jackson, Business Manager,
Alan Genovese, Superintendent;

Invited Guest: Rick Meleski (Water Department)

I. **Call to Order:** Meeting Commenced at 3:35 PM

II. **Introduction of Director of Facilities:**

Ian Spencer was introduced and a brief review was provided on his experience and skills. He has some general experience with plumbing, electrical, carpentry, and oversaw various building initiatives projects.

A. Building Update Assessment

Ian Spencer provided an initial assessment of the building. He noted that the roof will need to be repaired in several areas and will also do some research on the condition of the Library roof to explore options of how to address deficiencies that presently exist. Some ideas were shared on a strategy to address replacing the roof.

He noted the potential use of the 3rd floor, once renovated. Additionally, he indicated that several toilets, urinals and at least one sink was missing or out of service and repairing them is an immediate priority.

B. Initiative of Saving Oil

Ian Spencer believes there is tremendous opportunity to save oil by controlling the temperature of the building when school is not in session. Additionally, he noted it is worth pursuing replacing one of the old boilers and adding two smaller units. The Committee spent a few minutes sharing some general ideas of what needs attention in the coming years.

III. Review of December 11, 2017 Minutes

Members reviewed the minutes and the Superintendent highlighted some of the areas that required updates since the last meeting.

Fire Inspection Report – The Superintendent noted that the Fire Chief completed this year's inspection in December. There were 46 items that required attention and much effort was made to address the issues raised, reducing the list to 10 items. However, it was noted that some of the corrective actions the District implemented ended up not fully addressing a few issues. The Superintendent felt that taking these partial corrective actions would modify the original list to 15 or so. However, the Report was written in a way that appeared to indicate the documentation provided was missing, when in fact it was provided in an envelope on the day of the inspection.

Additionally, new items were identified that would result in corrective action, but since they were not identified as new, it may give the impression that the District was not proactive and serious in correcting the areas cited in the December 12, 2016 report. The Superintendent expressed his concerns in a letter to the Fire Chief and, in the spirit of collaboration, offered some suggestion on how the Chief could site progress, while still pointing out new areas that need attention. The Superintendent will task I. Spencer with the task of writing a Corrective Action Plan.

IV. Update on Grants

The Superintendent indicated that two more grants will be submitted: One is to replace doors with fire rated doors and the other is to construct a vestibule in front of the main entrance to the school. It was noted the principal is working on a School Emergency Management Plan that must be on file with the Department of Education as part of the grant approval process. The deadline for grants is March 5th. The Superintendent expects to receive final approval for the visible window numbers, the glass film and the shares in the near future.

V. Review of Five Year Plan Update:

- a. A brief discussion ensure on the sequence of projects. It was agreed that I. Spenser will continue to assess the state of the facilities and make some recommendation. In the meantime it seems prudent to focus on removing and replacing playground equipment and structures, tarring the elementary playground and addressing any safety issues.
- b. **Repair of Gym Roof** – It was noted that this roof has been leaking for some time and will require attention. It makes sense to have a complete appraisal of all school roofs to better understand the scope of work that needs attention.

VI. Solar Panel Discuss – Rick Meleski

R. Meleski explained that the town was looking at possibly powering a water plant with solar panels and was wondering if the School District was interested in partnering on this initiative. Plans and maps were reviewed. It was agreed that further research was needed and the Committee looked forward to hearing more about this once more information was available.

VII. Discussion on Prioritizing Capital Projects:

The committee reviewed the potential plan and noted that lockers should be replaced and, if possible, with used lockers. It was noted that the present lockers have more than served their time.

VIII. Lighting Project: It was noted that more lights will be installed and ballasts removed over the February vacation. It is the expectation of the Committee that by the conclusion of the year all lights fixtures will be updated, with the exception of the Elementary side of the building. Two sums of money have been appropriate to date: \$45,000 and \$25,000.

IX. Other – It may be necessary to change the meeting time of the meetings and this can be a topic of conversation at the next meeting. Then next meeting is Scheduled for **March 12, 2018.**

X. Adjourn: On a motion by K. Bazan, seconded by B. Kilanski, the Committee adjourned at 5:05 PM.

Respectfully submitted,

A. D. Genovese, Superintendent