

**Facility/Energy Meeting  
Superintendent's Office  
November 13, 2017  
3:30 P. M.**

Present: Board members: Steve Thompson, Kevin Bazan; Elisha Jackson, Business Manager, Alan Genovese, Superintendent.

- I. Meeting Commenced at 3:40 p.m.
- II. Review of October 16, 2017

The Committee reviewed the minutes to refresh their memories on topics previously discussed. It was noted that under item I; Roof Response for Corrective Action the conversation pertained to the Elementary Building. Additionally, there was a typo in the Header of Roman numeral II. It should read "Security Cameras".

- III. Update on Light Project

Elisha explained the project to date. The lighting project, partially funded through a EverSource rebate of \$3,595, is for replacing fixtures. Usually the project is completed and inspected before the money is released, however, we believe the money is being released without Eversource completing an onsite inspection. The focus now is changing out fluorescent lights bulbs to LED bulbs, removing ballasts, and rewiring directly to the light conductor. So far, over 500 bulbs have been replaced. The project will eventually make it through the whole school. It requires coordination with classroom scheduling etc. It takes about 20 minutes per fixture to complete the conversion. To date the board approved up to approximately \$45,000. from Capital Reserve to fund the project.

- IV. Update on Paving Project

Elisha provide a "walking tour" as Committee members walked around the building and listened to various explanation on certain facets of the project. A portion of the tarred area will serve as a playground area for middle school students. It was suggested that students could design this play area to accommodate different games they like to play and it could be lined in the Spring. Presently there are two basketball hoops that can be installed. Efforts will be made to explore how this area can be segregated off during the day after the buses leave to stop any incoming traffic. The shed will need to be replaced and the accumulated junk will be removed. Also, the Access shed will be relocated. Finally, there will need to be additional fencing to accommodate the second trash container. It was noted that additional cameras should be installed in this area and there should be lighting in the area, as custodians walk to the trash containers later in the day/evening. It will also help to monitor the equipment stored in the shed.

## V. Update on Fire Chief List

The Committee was informed that Don Chamberlain has had one hour added to his day for the month of November to address the many issues raised by the Fire Chief in last year's report. This will give him one extra per day to complete work before students arrive. The Committee again took a brief walking tour to better understand some of the Fire Chief findings. For example, access to windows for fire exits and vents that were installed between the hallway and rooms. This seemed counterproductive when fire rated doors are required to prevent heat and smoke from entering rooms and then drill holes in the wall to provide direct air flow into the rooms via the hallway. The Superintendent will reach out to a previous chair member to better understand some of the initiatives undertaken during renovating projects. Elisha and Don will be working closely together in the months ahead to resolve as many issues as possible. The Superintendent will reach out to the Fire Chief to ascertain clarification of measurements from the finish floor in room that have windows as the secondary escape route. In addition, clarification is sought regarding smoke detectors in rooms on the third floor. It was noted there are sprinklers in each room. Additional clarifications will be pursued.

It was noted that over 30 doors are not fire rated and will need to be replaced. After further review of the list, the Committee moved to the next item but agreed to schedule a meeting prior to December 15<sup>th</sup> to get an update on the work performed prior to the Fire Chief's next visit.

## VI. Potential Projects

- a. Ford building – After general discussion of what the building may need to be more energy efficient it was agreed to have an energy efficient audit completed to ascertain what projects need pursuing.
- b. Energy Efficiency Test of Boiler – It was suggested that a test should be completed to see how efficient the boiler is and perhaps replace it if necessary as it was installed many years ago. It was suggested that an independent contractor should be hired to evaluate all the systems in the building, i.e., air conditioning units, boiler, etc... and make recommendations for the Board to consider, budget and plan for in a 5-year capital improvement plan.
- c. Freezer Replacement – The Committee was informed that the District may be able to replace the freezer(s) through a fully funded grant. Don has been asked to get some quotes. It was noted that these units may be 35 plus years old.
- d. Boiler Replacement – Many parts have worn out over the years and have been replaced. It was unknown what the actual remaining life span of the boiler in the elementary building at this point in time. It will be helpful to have this information once the independent assessments are completed.

- e. Other – As was noted above, it will be helpful for the Superintendent to talk with Colleen Duquette, previous Chair of the School Board, to get a summary of how certain projects were culminated.

It was agreed that once these were all captured the Committee would develop a 5 – Year Plan prioritizing the project.

VII. Old Business: Library Roof – After some general discussion of the elementary project it was decided that more research needed to be done to develop a plan to address the condition of the roof. It was agreed that this might be an agenda item in and of itself at another meeting.

VIII. 5 – Year Capital Plan Discussion

Old Business .A brief brain-storming session captured some of the projects that should be included in a five year plan; Some ideas were: Parking lot out front, Sidewalk in front of the school, Roofs, Freezers, Track, Boilers, New lockers, Shed, Back Athletic fields, reseeding and fertilizing (regrading) fields, 3<sup>rd</sup> floor renovation (to possibly generate revenue) showers, generator for emergencies, paving playground area behind the school, and installing more (safer) playground equipment were among some items mentioned.

IX. Creating a Meeting Schedule

The Committee agreed to the following calendar for future meetings:

December 11, 2017	Superintendent's Office	3:30 p.m.
January 8, 2018	Superintendent's Office	3:30 p.m.
February 12, 2018	Superintendent's Office	3:30 p.m.
March 12, 2018	Superintendent's Office	3:30 p.m.
April 9, 2018	Superintendent's Office	3:30 p.m.
May 7, 2018	Superintendent's Office	3:30 p.m.
June 11, 2018	Superintendent's Office	3:30 p.m.

X. Next meeting – December 11 (see above) One agenda item will be Update on Fire projects.

XI. Adjournment – On a motion by Kevin, seconded by Steve, the Committee adjourned at 5:10 p.m.

Respectfully submitted,

Alan Genovese, Superintendent