

ENERGY/FACILITIES COMMITTEE
Superintendent's Office
MAY 7, 2018
3:30 p.m.

Superintendent's Annotated Notes

Attendees: Alan Genovese, Superintendent; Mike Duprey, Principal; Ian Spencer, Director of Facilities; Mary Henry, Business Office; Kevin Bazan, School Board Vice Chair.

Commencement: At 3:30 p.m., the Superintendent explained that there were a number of facility initiatives that will be handled in the coming months and wanted some feedback regarding priorities of projects and welcomed comments regarding each topic.

- I. **Review of April 10, 2018 Minutes** - A few minutes was set aside for those present to get up to speed on facility issues by reviewing the April 10 Minutes.

- II. **Grant Updates** - *Shades and smoke detectors* grants have been completed and the District is in the process of sending in documents for reimbursements. Communication with DOE is in the works to understand the process for reimbursement. More information will be available at the May 10th School Board Meeting. Some ideas were shared regarding which two doors should be added for additional access to the building through a swipe card. Additionally, it was explained that there is one more step in getting School Board approval before we can begin 3 of the grants and this will be reviewed in more detail at the May 10th School Board meeting.

- III. **Kitchen Roof Update**- Three quotes have been solicited. It appears that the roof can be replaced for under \$25,000. The work will begin

replace playground equipment. It was noted that during the summer, the elementary playground should be resurfaced and the cafeteria roof will also need to be replaced at some point in the near future. The 5th and 6th grade lockers will also need to be replaced.

- XI. **Other – Re-Keying the Building** - As part of the safety plan and to make a more efficient process for key use and identification, it was explained new keys should be issued to provide certain staff member's specific access to the building. A multi-tier system will be implemented. A quote was provided in the amount of \$2,697.

- XII. **Next Meeting** - June 7, 2018 at 3:30 p.m.

- XIII. **Adjournment** - At 4:35 p.m. the Superintendent indicated that all the items had been reviewed.