

**Revised Minutes**  
**Watertown Board of Education**  
**Facilities/PBC/Operations Committee Meeting**  
**Tuesday, May 29, 2012 – 6:30 PM**  
**Watertown High School**  
**Lecture Hall**

Present: Mr. Thomas Lambert, Committee Chair  
Mr. Richard Mazzamaro, Board Chair  
Mr. Richard Beland, Board Member  
Mr. Guy Buzzannco, Board Member

Others Present: Dr. Gail A. Gilmore, Superintendent of Schools  
Ms. Karen Clancy, Business Manager  
Mr. Ray Ceniccola, Facilities Manager  
Mr. James Galletly, Vice President Energy Education

**1. Convene meeting**

Mr. Thomas Lambert, Committee Chair, convened the meeting at 6:30 p.m.

**2. Energy Education**

Dr. Gilmore introduced Mr. James Galletly, Vice President of Energy Education. He provided a brief PowerPoint presentation on an energy management program for the committee's review. He also provided the committee with a handout outlining the cost proposal associated with the program. The committee asked questions regarding the program. Next steps will be to complete reference checks as well as to have legal review the proposed contract.

**3. Facilities Update**

Mr. Lambert requested that Mr. Ceniccola provide the committee with an update on facilities.

1.) Polk Camera-equipment and materials have started to arrive. Once all items are received, the installation work will begin. It will take 2-3 weeks to complete.

2.) J.T.P.S.-trial window film will be ordered and tested in one room within the green pod. This will take place on June 5<sup>th</sup>. The effectiveness of this solution will be evaluated. If results are positive, window film will be ordered and installed in each room in the green pod.

3.) J.T.P.S.-Tri-Star has submitted a quote to modify the current system to a mini split system. Additional work will need to be completed to seal off the connecting hallway in the back of the lab that connects to another classroom. Accessibility to the room will still exist however it will not be an open hallway. Cost is approximately \$14,000.

4.) J.T.P.S. Boiler update-\$7,000 repair-permanent corrective action would be to install a mixing system which would cost approximately \$30,000. All other schools boilers have the mixing systems in place.

5.) Polk Playscape-met with Creative Recreation and their sub-contractor on 5/11/12. The playscape is still under warranty. A proposal was requested for pricing of a permanent repair/replacement.

6.) General Maintenance-two college students who work as summer employees are currently in place to address lawn care/maintenance. One additional summer employee will begin at the end of school year. We will look at bringing summer help in earlier next year. Mr. Lambert suggested a part-time floater filling in the gap until the start of next spring.

Mr. Lambert noted that the damaged fence at Polk has now been addressed and looks much better.

7.) Judson-moisture issue status-waiting for Mark Sedensky (O&G) to provide a CD with photos of Judson excavation to see what is beneath the concrete. The Board will be updated when information is received.

8.) WHS sign-Mr. Lambert requested that landscaping be done at around the high school entrance sign. The Garden Club will be addressing this issue.

Mr. Buzzannco asked if Mr. Ceniccola could update the committee at the next meeting on the following items:

- JTPS – yellow construction tape around the green tiles
- JTPS – red paint on the metal framing around the entrance to the school is flaking badly
- Judson – countertops in computer lab pulling away from walls
- Judson – alarm panel firing every 30 minutes

#### **4. Adjourn**

The meeting was adjourned at 7:25 p.m.

Respectfully submitted by:

Karen Clancy  
Business Manager