

MINUTES
FACILITIES SUBCOMMITTEE
GUILFORD BOARD OF EDUCATION
JUNE 23, 2008

IN ATTENDANCE:

FACILITIES SUBCOMMITTEE MEMBERS - Keith Bishop and Louis Iorio. Ted Zuse joined the meeting in progress.

GUILFORD BOARD OF EDUCATION – Mary Beeman, Barbara Dudley and Linda Sanacora.

BOARD OF EDUCATION STAFF – Thomas Forcella, Andy Potochney, Cliff Gurnham and Linda Trudeau.

The meeting was called to order at 6:00 p.m.

Mr. Gurnham discussed the Facilities Needs Assessment scope that was distributed at the last meeting. Mr. Gurnham noted that Sitelines would make a presentation to the Task Force regarding completing a Facilities Needs Assessment for the District. Discussion of the funding for the Assessment and whether one was needed were held.

Mr. Gurnham discussed the Healthy Network Evaluation. Dr. Iorio stated that the evaluation looked at how the District maintains the buildings and what chemicals are used in the buildings. Dr. Iorio added the evaluation raised a number of issues and that he recommends that the committee review the report in sections. Mr. Gurnham Stated that cleaning products will be discussed at the next meeting.

The schedule for the Standing Building Committee was discussed. It was decided that Mr. Zuse will attend the July 21st and the October 20th meetings, Mr. Bishop will attend the August 18th meeting and Dr. Iorio will attend the September 15th and December 15, 2008 meeting. No one committed to attending the November 17, 2008 meeting.

Mr. Gurnham discussed the recycling plan and the cost associated with recycling various products. Other options to recycle cans and bottles were discussed. Mr. Potochney stated that he would contact Terry Holland-Buckley, the Town's recycling Coordinator, to discuss options.

Mr. Gurnham stated that he will be meeting with the Town Engineer, Jim Portley, regarding the Baldwin project and that the sidewalk portion of the project is scheduled to start next week. Discussion of reviewing the plans and obtaining final drawings were held. The committee agreed that Dr. Forcella would review the final plans prior to other work getting started. A discussion of lighting was also held.

Mr. Gurnham discussed the status of the contracts for the roof projects. The rebuilding of the steps at Adams was also discussed. Dr. Forcella asked if some of the slate from the roof could be saved. Mr. Gurnham stated that he would discuss it with the contractor.

Mr. Gurnham stated that at the last standing Building committee meeting there was not a quorum to discuss moving the date up to the fall for the bid for the windows at Adams. The committee discussed the concept of starting the window replacement project prior to the end of the school year by closing sections of the building. Mr. Gurnham stated that the issue of lead paint in the building may be a problem. He added that he would discuss this with the Standing Building Committee. The status of the HVAC project at Calvin Leete was discussed. The drainage project at Adams was also discussed.

Mr. Gurnham stated that the Parks and Recreation Department would like the sanders that were purchased for the District. A discussion of the policy to dispose of equipment was held.

Ventilation issues in various rooms at Adams and the High School were discussed. The hiring of a HVAC person was discussed.

Mr. Zuse questioned what was being done to review security options. Dr. Forcella stated that a meeting has been scheduled with the Police Department to obtain their recommendations. Mr. Zuse questioned if the funding will be available and if the Director of Technology will be involved in the meeting. Mr. Potochney replied that the funds will be encumbered so that they will still be available and Dr. Forcella stated that Kevin Mitchill will be included in the meetings.

Agenda items for the next meeting were discussed. The items include the Healthy Network report regarding cleaning supplies, an update regarding the Facilities Needs assessment and an update from the Standing Building Committee meeting. Mr. Zuse requested that an item should be added to the agenda to receive an update of the summer projects.

Dr. Iorio noted that the next meeting will be July 28, 2008 at 6:00 p.m.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Linda Trudeau
Accounting Manager