

MINUTES
FACILITIES SUBCOMMITTEE
GUILFORD BOARD OF EDUCATION
SEPTEMBER 22, 2008

IN ATTENDANCE:

FACILITIES SUBCOMMITTEE MEMBERS – Louis Iorio, Ted Zuse joined the meeting in progress

GUILFORD BOARD OF EDUCATION – Mary Beeman, Barbara Dudley and Alan Meyers. Bill Bloss and Kathy Nolan joined the meeting in progress.

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

ALSO IN ATTENDANCE: - Joe Petrowski

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

Mr. Gurnham presented the findings of the Healthy Network Evaluation. Mr. Gurnham noted that all of the recommendations are currently being done. Some he had put in place prior to the evaluation and others have been put in place since.

Mr. Gurnham stated that the Recycling Program will be on the District's website by the end of the month and that phase 2 is being implemented. Phase 2 will start at the High School with the recycling of cans and bottles. Bins will be placed in the cafeteria and will be emptied into a special dumpster that will be picked up by the trash hauler. Mr. Gurnham noted that there will be a charge to the District for each dumpster pick up of the cans and bottles. The total cost of recycling cans and bottles will not be known until he sees how many pick ups are required. Mrs. Beeman asked if any of the environmental clubs have been included in this project. Mr. Gurnham stated that this is being discussed but that nothing has been finalized.

Mr. Gurnham suggested that the request to donate the sanders to Guilford Park & Recreation be brought forward to the next Board meeting. Dr. Iorio asked if the Board had to vote on the donation. Mr. Gurnham replied that they do have to vote on it. Mr. Zuse asked what the plan for the trucks was. The plan for the trucks and snowplowing was discussed. Mr. Bloss requested that the trucks and snowplowing be added to the next Finance subcommittee agenda and that the Business office compile a cost analysis.

Mr. Zuse discussed the Facilities Needs Assessment. Mr. Zuse discussed two items. One is the review of all facilities and the other is all proposed projects for the 2009-2010 Budget. Completing a Facilities Needs Assessment in conjunction with the Town was discussed. Mr. Zuse suggested that the Facilities Needs Assessment be added to the agenda of the October 2, 2008 joint meeting with the Selectmen and Board of Finance.

Mr. Zuse discussed the fifteen items at Adams that were addressed in the Task Force Report. Discussion of the restrooms, electrical, ventilation and portable classrooms were

held. Dr. Forcella stated that the Board must decide which project to address, when it should be done and how it should be funded. The oil tank at Adams and the history of oil tanks at the schools was discussed

Mr. Zuse requested that all maintenance items remain in the budget and let the Board make the decision which projects to complete. A discussion of reviewing and approving projects for inclusion in the budget was held.

Mr. Gurnham discussed the Baldwin Paving Project. He noted that budget will be under budget and that additional parking on Bullard Drive may be added with the remaining funds.

Mr. Gurnham discussed the roof replacement project at Adams and the High School. Mr. Gurnham noted that the cupola at Adams will not be done until next year. Mr. Gurnham stated that part of the original roof replacement project at the High School was completed and that part will not be done due to the pending building projects. A discussion of how the decision was made to only complete part of the High School roof replacement was held. The Facilities subcommittee stated their concern over not being informed of this change. Mr. Potochney proposed that after the Standing Building Committee meetings Mr. Gurnham could provide a brief update to the Board regarding any issues discussed or any decisions that were made. Mr. Gurnham noted that the Standing Building Committee is changing the date of their regular meeting so it will not interfere with other meeting dates.

Mr. Gurnham provided an update on the Jones well project. He stated that only one proposal has been received for \$68,500 for design fees only and that the total project was budgeted for \$50,000.

Mr. Zuse discussed the Capital Non-recurring Fund and asked that it be placed on the agenda for the Finance Subcommittee meeting. The issues with establishing the fund were discussed. Dr. Meyers stated that this should be discussed at the joint meeting with the selectmen and Board of Finance.

A discussion of hiring an Engineer to review projects and project costs of the projects was held. A discussion of the level of renovations to be done was also held.

Dr. Iorio stated that the next meeting will be October 27, 2008.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Linda Trudeau
Accounting Manager