

MINUTES  
FACILITY SUBCOMMITTEE  
GUILFORD BOARD OF EDUCATION  
CALVIN LEETE ELEMENTARY SCHOOL  
NOVEMBER 23, 2009

IN ATTENDANCE: Keith Bishop, John Ireland and Ted Zuse. Chris Moore joined the meeting in progress.

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

Mr. Gurnham provided an update of the Adams electric project. Mr. Gurnham stated that the project is on track, on budget and scheduled for completion by approximately December 9, 2009. Mr. Gurnham stated that the kitchen crawl space project at Adams is moving along. Mr. Gurnham noted that the HVAC project will be done by spring. A discussion of the HVAC project was held.

Mr. Gurnham noted that the Town is working on the Capital Project Cost Summary. Mr. Gurnham stated that the oil tank at Cox needs to be replaced and that Southern CT Gas Company reports that it will cost approximately \$30,000.00 to run gas lines to the school. Mr. Gurnham added that by the next meeting he will have more information on the project. A discussion of how the gas line would be run was held. Mr. Gurnham also noted that it would cost approximately \$134,000.00 to run a gas line to Leete. The oil tanks at Adams and Jones were discussed.

Mr. Gurnham stated that the scaffolding around the chimney at Jones is up and that the chimney will start to come down next week. Funding of projects was discussed. The lockers at Adams were discussed. Locker replacement throughout the District was discussed.

The Site Improvement Budget for 2010-2011 was discussed. Fire Alarms and roof replacement projects which are projects for a possible bonding were discussed. Mr. Gurnham noted that the roof at Lakes is for the design only and that in January precise numbers will be available. The Site Improvement budget was discussed. Carpet replacement was discussed. A discussion of a long-term plan for the maintenance budget was discussed. A revised format for the Site Improvement Budget for 2010-11 was discussed.

Mr. Gurnham stated that the cost to renovate a 30' x 30' classroom at the High School is \$46,000.00. The variations in classroom size and equipment were discussed.

Mr. Bishop stated that the next meeting is scheduled for January 2010. Mr. Bishop stated that he would try to schedule a meeting date prior to January.

Upon a motion made by Mr. Bishop and seconded Mr. Zuse the subcommittee voted unanimously to adjourn the meeting at 7:33 p.m.

Respectfully submitted,

Linda Trudeau