

**GUILFORD PUBLIC SCHOOLS  
FACILITIES SUBCOMMITTEE MINUTES  
MARCH 23, 2009**

**FACILITIES SUB COMMITTEE MEMBERS PRESENT: Keith Bishop and Louis Iorio. Ted Zuse joined the meeting in progress.**

**BOARD OF EDUCATION STAFF PRESENT: Thomas Forcella, Clifford Gurnham and Linda Trudeau.**

Mr. Bishop stated that the minutes of the February 23, 2009 Facilities subcommittee was approved at the March Board of Education meeting. Mrs. Trudeau stated the minutes are reviewed by Mr. Bishop, Mr. Potochney and Mr. Gurnham prior to be submitted to the full Board.

Upon a motion made by Dr. Iorio and seconded by Mr. Bishop the minutes of February 23, 2009 were unanimously approved.

Mr. Gurnham presented an update of the well project at Melissa Jones School. Mr. Gurnham stated that the forms submitted to the State for the Well project required some revisions and that he was completing those and would be re-submitted the forms on Tuesday. The placement of the two wells was shown on the site map. Due to setbacks, only one location is feasible. A discussion of whether the existing well would need to be filled in was held. Having one available to fill the fire water holding tank should be considered. Mr. Gurnham stated that he would check on the requirements.

Mr. Gurnham stated that the Standing Building Committee has reviewed the bid specifications for the Cox roof project and that the final changes and dates are being added. Mr. Gurnham added that the local plan review will be completed by next week and then it will forwarded to the State and out to bid. A discussion of when the project would go out to bid was held.

Mr. Gurnham stated that the contract for the windows at Adams has been signed. Mr. Gurnham stated that the work will start in mid-June. Mr. Zuse questioned if the contracted has started making the windows. Mr. Gurnham stated he would find out if the work has begun. Mr. Zuse requested a schedule for the Adams' window project. Mr. Gurnham stated he will provide the subcommittee with a copy of the project schedule.

Mr. Zuse questioned what could be done now for the health and safety projects at Adams. The Facilities subcommittee decided to have Mr. Bishop contact Mr. Baldwin of the Standing Building Committee to discuss what could be done now for the projects.

Mr. Gurnham stated that the Standing Building Committee will review the draft of the bid specifications for the Calvin Leete roof project at their next meeting. A discussion of the timeline for completion of the project was held. Mr. Gurnham stated that his understanding is that the asbestos removal must be completed when the students are not in school. The underlying question is the scheduling and premium price to pay if done while school is not in session or have the project delayed till summer 2010. Mr.

Gurnham will check what the requirement is for asbestos work at school and if any can be done during weekends or after school hours.

Mr. Bishop provided an update from the Standing Building Committee. Mr. Bishop noted that he contacted Mr. Baldwin regarding the roof drain at the High School and Lakes roof ventilation that was reported in the Silver/Petrucci & Assoc. Roof Report dated July 21, 2008. Mr. Baldwin told Mr. Bishop he would check it out and get back to him. This led to a discussion of issues of water ponding on the roof at the High School near an auxiliary drain. Mr. Zuse questioned the shingles that were used that were not per the specifications, as noted in the Silver/Petrucci report, on the roofs at the High School and Lakes. Mr. Zuse questioned if Mr. Gurnham had an answer as to why lead-coated copper gutters were being specified in bid documents. Mr. Gurnham stated that he did not have an answer. Dr. Forcella stated that the lead-coated copper gutters were standard gutters. Mr. Zuse stated that there are four items the subcommittee must follow up on with the Standing Building Committee. Mr. Zuse stated that they are the drain pipes for the High School, the lead-coated copper gutters, what the subcommittee can do to assist them with the summer projects and a list of the projects and who will do the bidding for each one.

Mr. Zuse suggested including the Town's purchasing agent in a meeting with the Standing Building Committee in order to speed up the process of bidding projects. Mr. Bishop stated that he would discuss with Mr. Baldwin this subcommittee's concerns regarding project planning. The Facilities Committee is recommending a meeting with the Standing Building Committee and the Town's purchasing agent to determine scope, needs and to consider the hiring of a Project Manager for the Adams Middle School summer projects if the bonding is approved.

The next meeting is scheduled for Monday, April 27, 2009. Mr. Bishop stated that another meeting may be required prior to the May meeting depending on the referendum results. The subcommittee will schedule the date at the April 27<sup>th</sup> meeting if needed.

Mr. Zuse asked if there were nine locations being discussed by the Middle School Task Force. Mr. Bishop stated that there are nine locations that are being reviewed and ranked for possibility of use as the site for replacing Adams Middle School. The Task Force's process for narrowing down sites and the schedule to bring the locations to the Board of Education were discussed.

Mr. Zuse suggested that at the next subcommittee meeting the agenda include assistance for Mr. Gurnham for the summer and an update on the bid packages for the bond projects.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Linda Trudeau