

**GUILFORD PUBLIC SCHOOLS
FACILITIES SUBCOMMITTEE MINUTES
SEPTEMBER 29, 2009**

FACILITIES SUB COMMITTEE MEMBERS PRESENT: Keith Bishop, Louis Iorio and Ted Zuse.

BOARD OF EDUCATION MEMBERS PERSENT: Kathy Nolan joined the meeting in progress

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

Mr. Bishop called the meeting to order at 6:37 pm.

Mr. Gurnham Stated that the Cox roof project was completed prior to the start of school including the barn roof. Mr. Gurnham added that the punch list would be completed by the end of this week. A discussion of final costs for the Cox roof project was held. Mr. Gurnham stated that the project was completed under budget. Costs associated with the roof leak were discussed.

Mr. Gurnham stated that the Adams windows were completed and that the close-out documents were being worked on. Mr. Gurnham noted that both Silktown Roofing and Kronenberger & Sons Restoration did a great job. Mr. Gurnham stated that the cupola at Adams was complete except for urns which will be installed as soon as they are received. Mr. Gurnham noted that there was one change order to repoint the chimney and that the work has been completed.

Mr. Gurnham stated that the Leete roof was completed by Allied Restoration and that they did a good job. Mr. Gurnham noted that there were minor change orders to this project and that the items on the punch list are being worked on. The project will be closed out very soon.

Mr. Gurnham presented an update on the Adams Middle School Immediate Needs Projects. Mr. Gurnham stated that All-Brite Electric was the low bidder for the electric and Paragon Construction for the kitchen crawl space. Mr. Gurnham noted that only one bid was received for the unit ventilators and condenser unit. A discussion of the plan to re-bid these units was held.

Mr. Zuse requested a schedule with project budgets, bid amounts and cost to date. Mr. Gurnham explained that the schedules he has do not include all the costs as some of them do not go through him for payment, such as legal expense, and that at the end of a project he reconciles his schedules with the Town's records.

Mr. Gurnham stated that the lavatories at Adams will not be completed until next summer. Mr. Gurnham stated that the bid through the Capital Region Council of Governments (CRCOG) will be used for the renovations. Mr. Gurnham added that the CRCOG bid was used for the locker replacement at Adams. A discussion of having a base cost for classroom renovations for the budget purposes was held.

Mr. Gurnham noted that the recycling plan is moving forward. Mr. Gurnham stated that the security system update for Leete and Lakes is almost complete and that the security upgrade for Adams is delayed due to reviewing new technology which will be in October. The review the new technology is being done by Mr. Gurnham, Kevin Mitchell and Bruce Scranton from the Technology Department and Shoreline Security. Mr. Zuse requested that this become a priority as the public thinks this has been completed and that he wanted a decision to be brought to the Facilities Subcommittee meeting in October.

Mr. Bishop presented an update on the Site Feasibility Study. Mr. Bishop stated that nineteen proposals were received and that it was narrowed down to four firms which will be interviewed on October 6, 2009. Mr. Gurnham noted that the RFQ for Lakes is due on October 2, 2009 and that the interviews will be held on October 13, 2009.

Mr. Zuse questioned if steam cleaning was used to clean the bathroom. A discussion of the use of steam cleaning was held. Mr. Zuse stated that the Facilities subcommittee meetings could be shortened if spreadsheets of the capital projects were received prior to the meeting. Mr. Zuse requested a list of capital projects for the October meeting.

The next meeting of the Facilities Subcommittee is scheduled for October 26, 2009 at 6:30 pm.

Upon a motion made by Dr. Iorio and Seconded by Mr. Bishop the meeting was adjourned at 7:40 pm

Respectfully submitted,

Linda Trudeau