

Guilford Board of Education
Facilities Subcommittee Meeting
Baldwin Middle School, Bullard Drive, Guilford, CT
Monday, October 25, 2010

BOE Members Present: Keith Bishop, Barbara Dudley, John Ireland, and Ted Zuse

BOE Staff Present: Tom Forcella, Cliff Gurnham, Andy Potochney, and Linda Trudeau

Chris Moore joined the meeting in progress.

Mr. Ireland called the meeting to order at 6:10 p.m.

1. Review Facilities Subcommittee Minutes

A motion was made and seconded to accept last month's meeting minutes.

2. Review Standing Building Committee Minutes

The subcommittee discussed the costs involved with enclosing the Adams Portables to the Main Building. It was decided to hold off on any security work until the HVAC figures are updated.

3. Discuss Melissa Jones Well Contingency Plans

Mr. Gurnham reported the details of his recent meeting with the Connecticut Water Company. He explained that connecting the building to a water tanker truck would be straight forward and cost approximately \$425 to go on stand-by. He also stated that if it became necessary, one tanker would last approximately 2 days. The subcommittee agreed it was worthwhile to complete the necessary steps to go on stand-by. Mr. Gurnham also noted that 2 bids are to be received by November 5th for the well pump connections and tank materials.

4. Review Project Status

a. Building Walk Throughs

Mr. Ireland reported that 5 of the 7 walk throughs have been completed and Mr. Zuse noted that all of the elementary schools are done with the exception of 10 rooms at Melissa Jones and the Industrial Arts and Science Wings at GHS. Mr. Moore reported that the exteriors at Cox and Leete have been reviewed and that he'll need an additional one to two weeks for completion of the other 7 properties.

Mr. Ireland told the subcommittee that School Dude has allowed Guilford Public Schools to access one of their modules for the input of the building walk through data. He expects to receive the software license within a day at which time data entry will begin.

b. Review of 2009 – 2010 Project List

Mr. Ireland reviewed prioritized spreadsheets and graphs showing both site and capital projects to date. He will have a more accurate picture after the walk through data has been entered and analyzed. Mr. Ireland suggested next month's meeting be spent reviewing the project lists.

c. Review of Potential Facilities Software

This discussion was tabled until a later meeting.

d. Capital Project Selection Review

Mr. Zuse requested that the updated Project List from Item 4 b./ Review of 2009 – 2010 Project List be forwarded to the subcommittee prior to next month's meeting.

e. High School Roofing Status

Mr. Ireland will have a priority list of district roof work for next month's meeting.

f. Adams Security Options from SBC

The subcommittee discussed the feasibility of enclosing the space between the portables and the main building or utilizing cameras for security. The item will be tabled until the final figures are in from the cooling project.

5. Communications

Communications were not discussed.

6. Old Business

a. Baldwin Tennis Courts

The SBC will be notified that Baldwin has no immediate needs for the tennis courts.

b. Boiler at Adams

The subcommittee briefly discussed the pros and cons of a gas boiler replacement for Adams.

7. New Business

Mr. Zuse suggested next month's agenda be planned carefully as budget discussions should be completed by the subcommittee before Christmas Break.

8. Following Month's Agenda Topics

Mr. Zuse suggested a building walk through update be included. A roofing expert will also be called in.

A motion was made and accepted to adjourn at 7:30 p.m.

Respectfully submitted,
Jill Del Gobbo