

Guilford Board of Education
Facilities Subcommittee Meeting
Central Office North, 701 New England Rd., Guilford CT
Tuesday, August 2, 2011

BOE Members Present: John Ireland, Keith Bishop, Ted Zuse
BOE Staff Present: Linda Trudeau, Anne Keene, Cliff Gurnham

Chairman John Ireland called the meeting to order at 6:27 p.m.

1. Review and Approve Facilities Subcommittee Minutes

Mr. Zuse's motion to approve the 6/27/11 minutes was seconded by Mr. Gurnham. The motion carried unanimously.

2. Review Standing Building Committee Minutes of July 5th.

Mr. Zuse asked for clarification of the \$160,000 that is owed to the state from the Calvin Leete Project of 2007. Mr. Ireland explained that the \$160,000 is for architectural fees that were associated with previously disallowed expenditures from the project, which were discovered during the state audit. The subcommittee requested a copy of the state audit paperwork from Mr. Gurnham, Director of Facilities. He will scan the audits and email them to the subcommittee members for this project and any future projects.

The new telephone system for the district was discussed. The chosen vendor was OptiCom. They were not the lowest bidder but came in with the most complete package and the district has been satisfied with them in the past. The amount was under budget and the work is in progress.

Mr. Gurnham reported that The Energy Task Force will be studying Cox, Jones, and Town Hall.

3. Review Project Status

The bid for fire alarms was awarded to ITS by The Board of Selectman. Other bidders were missing key requirements. Installation will begin at Adams and at Calvin Leete.

Mr. Gurnham recommended that an enclosure for HVAC equipment with partial walls at A.W. Cox be erected. The cost would be under \$10,000. (Pictures were distributed to members of the subcommittee.) The subcommittee agreed that \$10,000 was not appropriate to spend. Mr. Ireland made a motion, seconded by Mr. Bishop, to paint the windows and doors at A.W. Cox at an estimated \$5,000. The motion carried unanimously.

4. Communication

Communication was not discussed.

5. Old Business

Mr. Gurnham reported on the subcommittee's request to have the police department monitor the Guilford Public School alarm system. The police chief responded to Mr. Gurnham that they do not wish to be responsible for and are not familiar with the system. Shoreline Security has been effective with helping to troubleshoot over the phone and avoid unnecessary emergency fees. Mr. Zuse stated that he thought this should be pursued again and consolidate services within the town.

6. New Business

Mr. Gurnham would like to have a representative from HD Segur, Risk Manager, attend the next meeting to discuss playgrounds. The company had recommended the removal of the playscapes at Jones and Cox. The next meeting will be held at Melissa Jones School to allow the subcommittee the opportunity to review playground issues there.

7. Following Month's Agenda Topics

No additional topics were discussed for the next meeting.

8. Schedule Next Meeting

The next meeting will be held Monday, September 26th at Melissa Jones School, 6:00 p.m.

A motion was made by Mr. Zuse, seconded by Mr. Bishop, to adjourn the meeting at 7:02 p.m.

Respectfully submitted,

Sarah Cooper