

FACILITIES ADVISORY COMMITTEE MINUTES
Holbrook Middle School and Remotely
Tuesday, February 9, 2021

Members Present: Charles Baker, Jr. and Holly Whitmore

Also Present: Susan Smith (Superintendent), Jake Morgan (Transportation and Facilities Director)

1. **Call to Order:** The meeting began at 5:34pm.
2. **Current Projects and Needs This School Year:** A sink was replaced at Eddington because it was old and falling apart. A shower at Holden will need replacement will be addressed this summer. Susan advised the Eagle Eye team has been at the buildings three times over the past two weeks, observing traffic patterns and looking at the blue prints.
3. **SRRF Bond and Indoor Air Quality Projects Update:** Kelly Theriault completed the paperwork for legal fee reimbursement. She found the process to be fairly simple. Jake Morgan discussed the Holden generator design with Ryan from Carpenters Associates. Meetings will start soon on Indoor Air Quality improvements.
4. **Past Facilities Projects/Funding:** Supt. Smith reviewed the local funded projects over \$1,000 that were completed or will be done by the end of the fiscal year. She reviewed the CRF (Corona Relief Funds) projects completed list. This document can be used during budget time to show how funds were spent, projects completed, and projects that still need to be completed.

Draft ED279's came out, projected state revenue is approximately \$100,000 more than last year.

5. **Future Facilities Needs:**

Eddington: Propane swap (Jake advised switching to propane burners at the Eddington School is \$29,000 rather than \$25,000), battery back-up for sump pump, paving overlay, chimney inspection

Holden: Library carpet removal/floor installation, shower replacement, paving,

Holbrook: Paving, security cameras, spare septic pump

Susan will update the priority lists in preparation for the next meeting.

6. **Other:** Charles Baker, Jr. will be leaving for an extended period of time.
7. **Next Meeting:** Tuesday, March 9, 2021 at 3:30pm, Holbrook Middle School in conjunction with the FY22 Budget Workshop for Facilities.

The meeting adjourned at 6:46pm.

APPROVED: February 22, 2021