

FACILITIES ADVISORY COMMITTEE MINUTES  
Holbrook Middle School  
Tuesday, November 12, 2019

Members Present: Charles Barker, Holly Whitmore

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

1. **Call to Order:** The meeting began at 6:05pm.
2. **Assessment Reports from Carpenter Associates** were distributed. These are dated November 5, 2019. Some changes were made after the October 31<sup>st</sup> meeting Jake and Susan had with Randy Bragg and Jeff Thurlow. These reports will be shared with other board members, posted on our website, and shared with town leaders.
3. **Recommendations for FY21 Budget:** Based on a recommendation from the Budget and Finance Committee, two options were defined for each school. One option includes a set of projects to fund through the regular budget process. The other option recommends a group of projects to be funded through a bond. These will be shared with the full Board during the Board meeting on November 18<sup>th</sup>.
4. **Other:** Holly Whitmore will reach out to the University of Maine to see if any of their engineering students might be able to help with some of our project design needs.
  - a. **Public Tour of Our Facilities:** A date has not yet been set, but we will host a tour of the schools in the spring (during the budget process). We will also look into the possibility of having area students (UTC, EMCC or university) produce virtual tours of our buildings that could be posted on our website.
5. **Next Meeting:** The Facilities Committee will join the Budget and Finance Committee at the FY21 Budget Workshop for the Facilities cost center, once that date has been determined.

The meeting adjourned at 7:25pm.