Facilities Meeting Minutes

October 16, 2018

Approved 11/13/2018

Meeting convened at 10:17 a.m.

Attending: John Gentry, Vivian Winslow, Tom Millerd, Lois DaSilva-Knapton

1. **School Security Ideas**,
	1. grant is due by December 4, 2018
	2. 67.5% reimbursement rate
	3. Some grant ideas are cameras for blind spots, window glazing, visitor scanning system, tip line for phones for students and community, emergency notification system,
	4. Need more lighting outside in the BMS parking lot, west end and east end, by the sign
	5. Upgrade fire alarm system at CES, and connect to safety and panic button and it might go through as a safety concern for the  Grant
	6. Ample cooling and ventilation for kitchen, security door with a barred window. Or add some fencing around the the area.

**B.  Underground oil tank** RFP, should go out, due date November 9, 2018

* Motion to accept RFP and due date of November 9, 2018 RFP. Motion accepted.
* BOE chair to inform first selectman about the need for a building committee in order to get reimbursement. This goes through office of school construction.

C.  **CIP**

* It has been stated at the BOF meeting that the accumulated balances might not match the town treasurer’s balances
* 2018-2019 projects is media center air conditioners, use CIP line 5069
* 6th grade 5003, replace electric heaters
* Oil tank replacement, line 5010
* Fiber optic project continuation, line 5000
* Roof repair, line 5060 will be spent
* Discussion occurred regarding if we should keep the technology upgrades in the CIP or not; BOE will explain in more detail regarding how we will spend the funds
* Dishwasher was replaced last year, CIP says there is balance
* Check on fencing balance
* Check on bathroom renovations balance
* Conversation regarding the playground and the rubber mulch, a non profit agency sent Tom and Lois an email and said that this is toxic? There is an EPA study going on right now.  Tom says the rubber mulch cost $30,000 and also how would we dispose of it? We replaced wood chips with teh rubber mulch, due to termites, years ago.

D.  **CIP Inventory** will be updated, it is thorough and useful

E.  **Roof update**, started on July 23, 2018, still not done, we need to make a payment, a loan was application for applied for Putnam Bank and hopefully treasurer can pay the August bill of $623,000. We recommend that we send them part of the funds that are in the CIP balance

F.  **Water update**, our people, Millenium Water Laframboise, inspected the tanks in September and over the summer they fixed it, because the state told us we needed to have them inspected. They ran a  new pipe in the tank and the pipe circulates the water.

G. **Fiber Optics update:** this project has been going on for 2.5 years now, The frontier company has held it up. Lois is putting forth a formal complaint about Frontier. We had worked with Schooley Mitchell to do a phone system audit. We want to move to a VOIP system , but we are waiting for the Fiber Optics.

H. **Phone System**; move to VOIP, once we get fiber optic

I. **Alarm System update**: needs servicing , we will put it in the security grant and try to get it funded, but if it doesn’t work then we will use of  CIP funds, but those funds will not be available till 2020.

J.  **Round table**;

1. send a check to Silktown Roofing.
2. Tom brought forth  custodian data and is concerned about being short with his staff. Discussion ensued.
3. Trees: we have 14 dead trees at BMS. Tom has marked them all. Whose job is it, the school's or the town?  Lois will talk to the First Selectman.
4. Schedule t  building committee for Nov. 13 at 6 pm. , pick a chairperson for the next project .

Meeting adjourned at 12:20 pm

Submitted by

Lois DaSIlva-Knapton