Canterbury Public Schools

45 Westminster Road

Canterbury, CT 06331

Facilities Committee Meeting

Draft

Date: February 26, 2019 Time: 10:30 am

Place: Dr. Helen Baldwin Middle School-Superintendent’s Office

Approved 3/12/2019

In attendance: John Gentry, Chairperson, Vivian Thumser, Tom Millerd, Director of Facilities; Lois DaSilva-Knapton, Superintendent

Also in attendance: Mark Weeks, Second-Selectman

Mr. Gentry called the meeting to order at 10:11 am

1. CES Oil tank

Tom Milllerd, Director of Facilities stated that he met with Anchor Engineering Services on January 14, 2019.

So far they have got the technical specifications in pretty good shape, just need to review the drafts and forward them to Tom for review. They are working on contract documents and are close to finishing them.

Site plans have not been completed due to not being able to find a copy of the plans from when the school was built. If we cannot find any (have a few set still to look at) we will wig it to make it work.

Over all we are in good shape to move forward and out to bid before the end of April.

Mark Weeks, Second Selectman said it might be easier or cheaper to do the entire project. The CES tank is in the middle of the parking lot/playground so we are proposing another underground tank. We have not shown any signs of distress. We will meet with Anchor and review their RFP when they have completed their documents.

1. Update Committee on upcoming CIP projects and summer work
2. Install slop sink at CES
3. Have dumpster on site first week after school lets out
4. Paint touch up at both CES & BMS
5. Fill in for custodial staff when needed (if cuts are made)
6. Repair side walk at CES
7. Refinish gym floor
8. Do classroom repairs
9. Wax and clean offices and classrooms
10. Classroom moves
11. CES Oil tank replacement
12. Electric heaters for 6th grade

Reviewed the CIP accumulated balances and discussed the 2019-2020 balance.

1. Additional Comments

None

1. Round Table Discussion

None

1. Adjournment

Meeting adjourned at 12:03 pm

Respectfully submitted by: Lois DaSilva-Knapton