



Canterbury Public Schools
45 Westminster Road
Canterbury, CT 06331

Facilities Committee Minutes
APPROVED 11/10/2020

Date: Thursday, October 29, 2020

Time: 6:30 pm

Place: Baldwin-Media Center

Present: Nancy Duval, William Sweeny, Steve Rioux, Tom Millerd

- A. Call to Order at 6:30
- B. Roof project update

The superintendent has established contact with DAS regarding reimbursement for the roof project at BMS. Next steps include completing form ED049F, submit BOE minutes reflecting acceptance of the project being complete, and submit all invoices for the project, which includes change orders. The punch list has been completed and at this point just paperwork is required for reimbursement.

- C. Capital Improvement Plan Overview
 - Review past projects
 - Discuss first and forms

The team reviewed the Towns CIP plan and discussed the process for submitting future requests. Tom and Steve will prepare a prioritized list of projects for the Board to consider and submit to CIP.

We also discussed the phone system and RFP process that was completed last year. Steve will revisit the contracts and bring it to the Board for consideration.

Further clarification regarding the oil tank project is needed. Tom has emailed the architect three times since August 1, with no reply.

D. General District Updates

Current facility repairs included repairing the coil to the HVAC unit at CES.

A well at BMS had a faulty sensor that monitors water pressure levels. That sensor has been repaired.

The superintendent has started conversations with NOVUS regarding the district aging telephone system. This project will be revisited in January.

The committee also discussed smaller projects and needs of the building.

The CIP in January.

E. Adjournment

Meeting adjourned at 7:08