

# **District 91 Board of Education Building & Grounds Meeting Minutes**

**November 8, 2016**

**6:00pm**

**KG LRC**

**Meeting was called to order by Mrs. Donna Gray at 6:01pm.**

**Attendees: Daniel Dorion, Jennifer Fracaro, Donna Gray, John Jennings, Jaime Koziol, Rob Maida, Marge Otis, Courtney Oxley-Turner, and Jim Pierson**

**I. Approval of Minutes from August 9, 2016 - The November minutes were approved as presented.**

**II. Invitation for Public Comment**

**No one was present to address the committee; no public comment.**

**III. Committee Discussion Items**

**A. Health Life Safety; Current and Projected Needs**

**i. HVAC systems: Rooftop Heating units are in need of repair/replacement. An HVAC contractor came out for maintenance. The system is not in imminent danger of failure and remains in operating condition. Preventative maintenance has been effective, but many units are nearing/exceeding the expected useful life. There are a total of 14 small units (@10,000 each), 2 large air handling units (144K & 110K) and 2 condensers (40K); the B&G committee has many options for replacement. The project can be done over time or all at once.**

**ii. Roof: A roofing contractor came to repair many pinholes in the roof. The roof is not in imminent danger of failure and remains in operating condition. Preventative maintenance has been effective, but the roof is nearing the end of its useful life. A roofing maintenance contract would cost \$2500 per building annually and includes**

**D. Work Schedule for Winter Break**

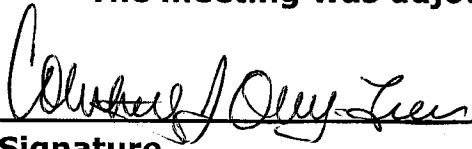
- i. Two employees have requested time off during the holiday break. One employee requested one week and another requested three days each week.**
- ii. All classrooms will be cleaned and sanitized.**
- iii. Six cameras will be installed at Kelvin; there are more to install at Milne as well. Jim will confer with Jaime as to their placement.**
- iv. Electrical work needs to be completed in the Milne kitchen.**
- v. Tables and a bench in the Milne Grove lunchroom need replacement; lead time is six weeks, so that project may need to be completed after Winter Break.**

**E. Other Comments/Information**

- i. Mr. Maida discussed the energy cost savings that could be realized as a result of solar panel installation. He discussed the logistics of the installation and use. The board and Mr. Pierson felt the solar option might have potential; the vendor may be invited to present options/costs.**

**IV. Adjournment**

The meeting was adjourned at 6:49pm.

  
Signature

  
Date