

# PUTNAM BOARD OF EDUCATION

## Facilities Committee Minutes

Tuesday, October 25, 2022

The Putnam Board of Education's Facilities Committee met on Tuesday, October 25, 2022 at 10:15 A.M. via Zoom.

Committee Members Present: Michael Morrill, Chad Neal, and James Purdon

Others: Daniel P. Sullivan, III, Superintendent of Schools; Nancy Cole, Business Administrator; and Marc Coderre, Director of Special Projects

The meeting was called to order at 10:15 A.M.

### 1. Discussion the following items:

**a. HVAC Grant**

**b. Putnam Elementary School Roof**

The Superintendent was authorized to meet with town officials regarding grants for an HVAC system and the Putnam Elementary School roof

**c. Fuel Oil and Gasoline**

Prices will continue to be monitored, and options will be explored.

**d. Waxing**

ABM will provide further information regarding waxing.

**e. Desk and Chair Replacement Cycle**

Will look to add the desk and chair replacement cycle to the budget

**f. Service Contracts**

ABM will provide further information regarding service contracts.

**g. Putnam Elementary School Gym Floor**

Will look to add the Putnam Elementary School gym floor to the end of the year expenses

**h. Capital Plan**

The capital plan will be discussed at a future meeting

**i. Vehicle Purchase**

The vehicle purchase will be discussed at a future meeting

### 2. Bring recommendations to the Board of Education

The committee will bring recommendations to the Board of Education.

The meeting was adjourned at 11:00 A.M.

Respectfully submitted,

James Purdon, Committee Chair