

# PUTNAM BOARD OF EDUCATION

## Facilities Committee Minutes Thursday, May 4, 2023

The Putnam Board of Education's Facilities Committee met on Thursday, May 4, 2023 at 6:00 P.M. at Putnam Elementary School.

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

Others: Steven Rioux, Superintendent of Schools; Nancy Cole, Business Administrator; and Marc Coderre, Director of Special Projects

The meeting was called to order at 6:00 P.M.

### 1. Discussion the following items:

#### a. PMS Gym Floor

The committee reviewed the proposed plan for lining the middle school gym floor for sports. Marc Coderre will obtain additional options.

#### b. PES Facility Study

Marc Coderre reviewed the scope of work for the comprehensive facility study for the elementary school and the middle school. The Board has allocated \$10,000 for this work. The current estimated cost for the study is approximately \$28,341. The committee discussed expanding the scope of the work to include HVAC, furniture, fixtures, and cafeteria equipment. They also discussed other funding options.

The roof replacement project was also discussed, and the committee is recommending that the project begin as soon as possible. They also toured the elementary school complex and reviewed some sample flooring.

#### c. Short and Long-Term Facility Plans

Marc Coderre will request the company expand the scope of the project as previously discussed.

#### d. HVAC Maintenance, Testing, and Future Grant Opportunities

The district secured a quote to complete the proposed HVAC Maintenance and Testing. The cost proposal is \$24,700.

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

The committee will bring recommendations to the Board of Education.

The meeting was adjourned at 7:15 P.M.

Respectfully submitted,

James Purdon, Committee Chair