

SCHOOL ADMINISTRATIVE UNIT #64
Milton Facilities Subcommittee Meeting
Community Room Nute High School & Library
September 13, 2017

PUBLIC SESSION MEETING MINUTES

Members in Attendance:

Paul Steer - Chairperson, Douglas Shute, Melissa Brown, Laura Noseworthy- Secretary

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Bob Adams- Facilities Director, Nathan Castle- Financial Manager, Jan Radowicz- Principal of Nute Middle and High School

Public in Attendance: Bob C.

Public Hearing

1. Paul called meeting to order at 5:00PM.
2. Flag Salute led by Paul.
3. Public Comments:
 - a. None
4. Paul motioned to approve 7/26/17 committee minutes. Seconded by Doug. Vote 2/0/0 passed.
5. 'No Smoking' Signs at MES Ballfield: Bob- I have ordered 2- 'No Smoking' Signs for MES Ballfield as we have found cigarette butts in one of the dugouts. One will be put on the outside of the dugout facing the parking lot and the other will be placed at the sided entrance as you walk by MES.
6. Signage and Traffic Flow at Nute: Bob- I did a walk through with Pat Smith and Chief Krauss. The Chief recommended we angle the parking spots that are in front of the building. Pat Smith lined the parking spots on School Street. He ordered the signs for those spots and the 'Do Not Enter' sign for us. We will repay the town for the 'Do Not Enter' sign. Paul- Will you be purchasing a sign that states no drop off with bus time for the Nute parking lot? Bob- Traffic flow is OK in the AM. Maybe for the PM. It is self-regulating. The buses drop off at the court yard and the cars just wait behind them. Paul- Are people using the drop off spots? Bob- Yes. The sign the Town is buying will say times of no parking. The Chief also suggested that we have the 'Buses Only' Sign taken down in the back where the buses go though so people can go through that way also to get to School Street.
7. School Break In- Earl- Jan would like to speak to the committee about the school break in. Jan- Bob called me on Sunday to inform me that the school was broken into @3AM on Sunday. The janitors cleaned up the glass. The teachers were asked if there were any items missing. The items noted to have taken were found in the parking lot and the woods at the church. The cameras have been reviewed. The motion detector detected them. Bob- It looks like they may have been in the

building for up to 1 hour and 20 minutes. Paul- Were they juveniles? Jan- It appears that they were. Paul- Is there lighting out back? Bob- Yes, but they were on night mode so not good enough lighting for the cameras to pick up. It would help if we added an additional camera in the corner by the music room. We have money available to added a camera and a motion detector. Jan- We have also spoke to the teachers to make sure they are closing and locking things. Also the janitors are double checking the windows and doors.

8. Propane Smell- Jan- Monday morning a propane smell was detected in old Nute. We don't have propane in that area. When the smell was investigated it was determined that the smell was coming from a died mouse. A died bat was also found.
9. Oil Sump Update and Repair Work- One item the State Inspector made us fix and change to a swivel coupling. We had to replace two sensors. They were found when we rewired the system. It is weird that two died generally it is only one. We have two remaining items to do. We need to saw cut and cock concrete with cocking. The contractor is aware but the work hasn't been scheduled to be done yet. The State has approved the sump to be reconnected and ran. Which is great in case we need heat.
10. Facilities Analysis Summary Review- Bob- A big expense item on the list that are doable without replacing the windows I think we should look into updating the heating and ventilation in the older sections of Nute and MES. Doug- Can things come off the Facilities Analysis List as they are done? Bob- Yes the roof work that has been done at MES. Paul- I think we should work on the Life Safety Items, start with the small money items, and work our way up. Update the electrical and wiring in the 59 building. I think the taxes payers would agree to repairing/replacing the Life Safety Items on the list. Bob-Yes, true. Paul- Do the lights shut off? Bob- No, they go on night mode. Paul- Is the old storage shed still out back by the gym? Bob- Yes it is still there and used for storage. Paul- The windows for the 1914 building are \$1,000 to \$1,400 each? Bob- Yes, some are exit windows too that is some of the reason for the high cost per window. Paul- Start with life safety and most in need of repair/replacement items on the list- Electrical and ADA Pool Station. It is an easier sell to the taxes payers. The electrical is maxed out and a fire hazard, and outlets need to be fixed. Doug- Has anyone looked into getting the building on the Historical List? Paul- The issue with that is we can't alter the building if it is listed as a historical building.
11. Tree Cutting Quote: Bob- I have got a quote from Urban Tree to take down the crabapple tree at the Damon House, one in the buses parking lot, and one in front of the building on Elm St. Urban Tree has worked for us before. They also have done work for the town. For them to cut down the 3 trees and grind the stumps they quoted us \$1,100. Doug- You want this done this fall? Bob- Yes. Doug motioned to move it to tonight's School Board Agenda. Seconded by Paul. Vote 2/0/0 Doug- Yes, and Paul- Yes.
12. Nute Oil Tank Area Fence with a Gate: Bob- We have roped the concrete cover over the oil tank area off to keep the kids off it. They continue to walk in the area as it is the quickest route. We can't treat the area in the winter time. I would like to get a

- quote to have a fence with two gates put up around the area. Laura- Will you be able to get a snow blower in the area if you put up a fence? Bob- Yes. Doug- Bob- Go ahead and get an estimate. Paul- We will walk out after and look at the area.
13. Greenhouse: Bob- We need running water in the greenhouse. There is heat and overhead electrical out there now. In 2015 I got an estimate for four feet down trench for the water line with a sleeve put in. We could drop in another pipe and have the electrical ran under instead of overhead like it is now. The estimate was for \$5,210. Doug- Melissa and Peg are working on cleaning up the greenhouse inside and outside. Paul- Are we using it now? Bob- No. Paul- Do you know why we stopped using it? Bob- I'm not sure. Paul- Before we put any more money into it we need to find out how it's going to be used and by whom.
 14. Phase 3 MES Roof Project: Bob- We have Phase 3 of the roof project to do for \$31K next summer. Doug- Yes, we need to put it on as a warrant article.
 15. Bob- At the Admin meeting the phone system was talked about. It is a huge burden to answer and ensure pick up at Nute. A lot of times the call is for guidance or SPED they either transfer the call or take a message. We could look at a phone system for MES and Nute with wiring infrastructure to allow for in room calling of 911 that would give the Z coordinate mapping to the room. If a teacher got into trouble they would be able to use their phone in their room to call out on. Paul- Would the phone system be based on the same cloud system? Bob- No, more phones would be needed so we would have to look at leasing or buying the phone system. I will look at the cost to implement it in two phases and we could add it to the capital plan. At MES, last year, important calls were dropped. People thought they were being hang up on. The phone company ran new lines from outside to the building. It seemed to fixed the problem for a bit. The last phone company guy that come out said it is the inside wiring that was causing the problem. One of the two phone lines are needed for the fire alarm to call out on. The end of September or early October our inside phone contractor will be out to rewire the phone at the front of the building. Bob- At Nute in 2006 all of the phones were put on a new hub.
 16. Grants- Melissa B: Shared with the committee about grants she has found and looking into for the greenhouse. She also mentioned one she had found for two-way radios. Melissa will get Bob the information for the radio grant.
 17. Roof Warranty- Bob handed out sheets that had the updated information for the roof warranties for all roofs for both MES and Nute.
 18. Leak at MES: Doug- Is the water main leak at MES all set? Bob- Yes.
 19. Doug motioned to adjourn meeting. Seconded by Paul. Vote 2/0/0 passed.
 20. Meeting adjourned at 5:50PM.

Respectfully Submitted
Laura Noseworthy
Secretary

Minutes Approved on: October 11, 2017