Facilities Sub Committee
January 6, 2012
Central Office

Members Present: Anne-Marie Siroonian, Jay O'Hara, Laura Scena
Admin Present: Ed Donoghue, Steven Lamarche

Field Plan: need a map of fields at next meeting, close field three down and air rate and re-seed. Need a cost estimate and then approach thos town organizations that use the fields for a field use fee. Bring facilities use policies and review fee structure. Contact CPC for replacement of track.

SOI: Ed is getting the final sign offs and will submit by the 11th
Capital Outlay: priority projects being requested include Technology Plan, replacing bleachers at High school and two new trucks for the maintenance department. Total project costs are approximately $395,000.00
Central Office: contract signed for window project, waiting for start date, Ed will be meeting with CPC in regards to a new roof for CO.
Peebles Elementary: Gas conversion project is done. Did need to replace a tank associated with the boiler at approximately $14,000. Peebles will have voice mail up and running.
Bournedale Elementary: issue with the software for HVAC system, company will come and upgrade the software at no cost. Need to find out the costs associated with the maintenance of HVAC and the companies that perform that maintenance.
Bourne Middle School: one of the boiler leaks and needs to be repaired. Will look at hoods for the roof vents.
Bourne High School: received a quote to upgrade the alarm and motion detectors, the project is underway and will be completed by the end of January. Wing A should be currently running under gas and contractors will begin C wing gas conversion.

Futuere Agenda Items
DPW: Town Facilities Director
Library Field
Field Plan: cost/timeline/recreation department/town organizations' usage/
Review Facilities Policy and Field Use Policy along with Fees Policy/map of fields
CPC: Track replacement and Roof for CO
Update on SOI
HVAC Sytems
Capital Outlay: update on projects presented and prioritize future projects
Establish a Long Term n Short Term Maintenance Plan

Next meeting date: January 27, 2012 at 8:15am