

MINUTES OF THE MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
BUILDINGS AND GROUNDS
COMMITTEE
Monday, August 19, 2019



These minutes are for
informational purposes only.

PRESENT: Beckwith, Martha (6:55); Bellerose, Jim; Bentley, Cary (6:55); Blackmer, Robert; Frankhouser, Hans (6:55); Kelly, Paul (6:30); Morse, David; Musumeci, Joe; Guillot, Bill; Sandford, Chris; Teed, David (6:55); Woodland, Julie
ABSENT WITH NOTIFICATION: Johnston, Kevin
GUESTS: Kevin Chrobak

1. Call to Order

The meeting was called to order by Chairman Blackmer at 6:17 p.m.

2. Citizen's Participation – None.

3. Secretary's Report—Minutes of May 13, 2019 and Minutes of June 10, 2019

MOTION: (Musumeci/Bellerose) To approve the minutes of May 13, 2019.

Unanimous

MOTION: (Musumeci/Bellerose) To approve the minutes of June 10, 2019.

Unanimous

4. Replacement Tank Project Update

Interim Associate Head of School for Finance and Operations Guillot said the underground storage tanks were all installed ahead of schedule and are currently functional. He said Jason Gerum will be able to monitor boilers from his phone once the Bowen boiler has completed its last test. Areas where tanks were removed have all been loamed and seeded. He noted that Gary Giambatista has been working closely with all the subcontractors. The cost of removing the contaminated soil on South campus was covered by the Hyde School. The main work left to complete on this project is landscaping.

5. Roof Project Update

Interim Associate Head of School for Finance and Operations Guillot reviewed his handout on the roofing project with the group. Although the Academy roof replacement project has been deferred until next summer, all remaining roofing projects are complete. The main work left to complete on this project involves securing ductwork on Bowen, connecting AC in the lower library, and shoring the spire in the Academy building. The cost of repairing the Academy building has been approximately \$11K, plus gutter repairs, plus \$5K to stabilize the spire so far. Flooring, ceiling tiles, and furniture assembly has been completed for the science room renovation. Remaining work includes more ceiling tile installation and exhaust hood work.

6. Facility Study / Audit

Kevin Chrobak (of Juster Pope Frazier) reviewed his Woodstock Academy Facility Assessment summary for North and South campuses. On North campus, his greatest concern focused on the Academy building, where significant and costly repairs are needed. Also of note, were HVAC systems, renovations to bathrooms, and the dining services space. On South campus, his greatest concern centered on improving the sprinkler systems in residential areas (all are code complaint but would be better if updated to current standards). He also mentioned HVAC systems, renovations to bathrooms, the dining services space, and handicap accessibility. Several different long-term capital plans were presented and resulted in vigorous discussion about timing, funding and priorities. It was agreed the Buildings and Grounds Committee would recommend specific projects with a proposed timetable to the Finance

Committee. The Finance Committee would then need to advise the Buildings and Grounds Committee how much funding would be available—likely resulting in reprioritization of projects by the Buildings and Grounds Committee. Mr. Chrobak described the parameters of various grants the Academy building renovation project might be eligible to receive.

7. Custodial and Housekeeping Restructure

Head of School Sanford explained how a recent resignation and the current union contract for the Custodial department allows for the creation of a Housekeeper/Custodial Supervisor position on the second shift. This new person, when hired, will be responsible to complete work orders and supervise events on both campuses, in addition to general housekeeping. The group supported this idea.

8. Other – None.

9. Citizen’s Participation – None.

10. Adjournment

MOTION: (Morse/Musumeci) To adjourn the meeting at 7:12 p.m.
Unanimous

Respectfully submitted,

Julie Woodland

Julie Woodland
Board Clerk

The Woodstock Academy prepares all students by providing diverse opportunities through a rigorous curriculum and a variety of programs in order to cultivate the necessary skills to become lifelong learners and global citizens.