

Governor Wentworth Regional School District

Building Maintenance

Meeting # 74

December 12th, 2023

The meeting began at 8:35 a.m.

Those in attendance:

*	Kathy O'Blenes	Business Administrator
	Paul Famulari	KRHS Principal
*	Grady Charland	KRHS Asst Principal
*	Kathy Tetreault	LRTC Principal
*	Kevin Welch	KRMS Asst Principal
	Kerry Hunt	KRMS Principle
	Brian Beaverstock	Crescent Lake Principal
	Corrine Rowe	Carpenter School Principal
*	Andrea Fournier	Ossipee School Principal
*	Patricia Morrissey	Effingham School Principal
*	Katie Small	Tuftonboro School Principal
*	Kelly Colby-Seavey	New Durham School Principal
*	Kathleen Crosby	Middleton Principal
	Phil Custeau	District Maintenance Director
	Lisa Rogers	District Custodial Supervisor
*	Paul Michalski	District IT Director
	Karen Michalski	District Food service Director
*	Sarah Custeau	KRHS Asst Custodial supervisor
	Marcia Berry	New Durham School Head Custodian
	Adam Rogers	Ossipee School Head Custodian
	Dave Cash	Tuftonboro School Head Custodian
	Norm Adjutant	Carpenter School Custodian
	Pam Buswell	Effingham School Custodian
	Eric Chesley	Crescent Lake Custodian
	Zach Shaw	Middleton Elementary School Custodian
	Rob Booth	GWRSD Maintenance
*	Tammy Scott	Admin asst. to HR & grants management

*Indicates individual was present.

2/8/22

Meeting canceled due to inclement weather

4/5/22

HS- Handicap Mats for the sidewalks need repair, New Blinds

Replaced mats in house with purchase, add new blinds

ND- Need new shed delivered from LRTC, Branches and saplings cut, toilet in girls by gym, dead tree taken down

Shed delivered, branches trimmed, toilet repaired

Middleton- Handicap door time adjustment, Staff drain

MS- Bells fixed, plumbing, camera's, wall mats in the gym, hoops greased, backup heat source, keaters in the kitchen, tech ed wall/window

Bells were adjusted by IT, Mats reinstalled in house, hoops greased, Heaters repaired in house

CLS- cove base in bathroom, frost heaves, fire lane paved?, music room wall divider

EES- gym heat fixed, outside speaker, Intercom, phones, card readers, ice diverter, dead tree, drain around building, tiles in hallway, curbing, fire road

Trane fixed gym heat, replaced damaged drainage boards around building

OCS- bottle filler replaced, AC in office, spot light for field, exterior concrete on ramp, exterior fencing around playground, fuse panel locks, entryway carpet,

AC in office installed, fuse panel locks installed, entryway carpets scheduled for 11/23

CES- hallway, stairwell, and bathroom patch/painting, walkways, stair treads door casing, screens, exterior boiler room door closer, pipe insulation in boiler room, town hall door adjustments

2nd floor hallway, girls bathroom by art room, and stairwells repainted, walkways were paved in the front and side of the building, paint removed on stair treads, adjusted both boiler room and town hall side door.

TCS- Fire alarm, staff room piping, roof leak, curbing, card readers, door frame

Jody reran piping for staff room, roof leak repaired, card readers scheduled for 23-24

IT- needs lift for library

put lift in library@HS

Kitchen- refrigeration monitoring system, outlets in the floor
Monitoring systems installed

LRTC- Trim tree by road, pothole, playground structure
Trimmed tree, filled pothole

SAU- retaining wall repair, front door
Front door adjusted by A&B lock

10/4/22

EES- Gym temp warm, no PA system outside, floor tiles cracking, staff kitchen counter needs replacing or repair, exterior mullion is rusting in 2 doors
IT will get a quote for PA in TNT, adjusted gym temp

TCS- exterior door code not working, roof leak over kitchen, Np PA outside, Exterior door rusting frame
A&B lock fixed code

NDE- Outside parking is dark, fire panel upgrade, visitors to the dumpster, heating/cooling issues, back up heating controls, filter in boiler room leaking
In the process of getting quotes for upgrade of fire panel

MSD- Water heater, keyless entry was replaced and working great

LRTC- shared spreadsheet

KRMS- Camera issues, bell system is off by minutes, library has no MS intercom, camera in gym needs to be adjusted, fire panel, wall in tech room, main office TV

KRHS- clock tower time off
Corrected time

CLS- Exterior door in dining room sticks, front door latch, visitors to dumpster
adjusted doors

CES- Plumbing flooding, front door safety issues, intercom is bad, no light in teacher parking, playground construction, security cameras requested
Lighting schedule adjusted, No plumbing/flooding has occurred since Octobers meeting, Playground is still under construction from PTO

12/13/22

KRHS- Camera time off, Cameras out

IT will adjust time and look at cameras

TCS- PA system, door frame @ the main entry

EES- Winterization, new TV responding to the camera system, PA system, pull station lights, emergency lighting, floor tile cracking, kitchen counter, outside doors

Jody has worked on winterizing the doors. Freedom fire for the emergency lighting, TNT for the PA quote, and knight security for the pull station lights

CLS- Heating, outside speakers

Trane has been working on the heating transfer and TNT for speaker quote

ND- fan in kindergarten bathroom, pre school toilet, cafe door to hallway (lock) cabinet doors, promethium boards, media center temp

Toilet is fixed by Jody, Lock in cafe was fixed by A&B lock, Promethium boards installed, and media center temp fixed by siemens

MS- TV's installed, Cameras

TV's installed by Rob, IT working on cameras

SAU- door system adjustments

A&B lock

2/7/23

HS- flag light, cat walk unlocked

Middleton- Heat in the main office

NDE- Cabinet doors, cafe rear door is rusty, leaking pump louvers for the boiler, 119 motor

TCS- PA system doesn't work on the field, doors, bulkhead,

LRTC- spreadsheet

OCS- Sidewalks, playground entry, fencing, gym railing outside, keys for support staff

CES- Windows, room 111, light for parking

EES- Winterizing, heat, rusty frames, PA system, music room diverter

MS- portable chair lift, exterior lighting

Meeting adjourn @ 8:43

5/9/23

CES- outside PA system, install 2 new camera, window screens, AC units, window replace, front garden

Jody installed AC units, Hales took care of the garden

CLS- locks for gym doors, picnic tables

A&B lock adjusted the gym door locks, picnic tables repaired in house

SAU- upstairs phone

IT repaired/replaced phone

EES- kindergarten exterior doors, back gym roof, locking vestibule in the front

OCS- trees, keys, concrete, sidewalk, upper windows, gym door holes

pruned trees in house, keys made by A&B lock, front sidewalk replaced by Sunday paving

NDE- cabinet doors, rusty door frames, fire panel, septic area

cabinet doors are being worked on in house, fire panel upgrade completed by Johnson Controls, septic area done in house

KRHS- victory bell bolts

repaired in house

LRTC-door hinges on ladies bathroom in lobby, promethean board in AG and Collision, front entry camera/intercom, "J" install

hinges adjusted in house, boards are hung, camera installed at front door, "J"'s installed

meeting adjourned @ 8:45

10/17/23

MS- Clocks are off by 1 ½ minutes, gym camera, science lab bench, front door

IT adjusted time and gym camera, maintenance installed science lab end caps in room 221, A&B repaired front door

HS- Main and Practice gym storage door replacement

Main gym doors are on order

ND- gutter heat tape, remove balls from the roof, 112 unit ventilator, snow plowing, lead testing, parking lot lights out, door frames, cabinets

Maintenance repaired heat tape, removed balls, parking lot lights, and some cabinets, Siemens repaired 112 ventilator

EES- kindergarten door is rusty, back gym roof, music room diverter, locking vestibule

TCS- bulkhead, gym entrance icing, blocks corroding, main entrance sign

OCS- heating-BLN failure, gym ramp outside, shed roof

MES- cafe door handle, parking and sidewalks sealed, clogged piping in kindergarten/ staff area

CLS- front door, unit in cafe, trim missing, gazebo roof, peep hole for delivery door

maintenance repaired front door, Trane repaired cafe unit

SAU- good

LRTC- brick in the front entrance, window film, interior door locks, remove left handles, peep holes for exterior doors, door locks from interior HS doors

Maintenance repaired door locks

12/12/23

SAU- good

MS-Smell in 2 classrooms

found smell of cleaning wipes and polyurethane from wood shop

HS-Fuller floor, front main office carpet lifting

Maintenance repaired lifting carpet

MES- Custodian needed, water heater replacement

Hired second shift custodian

TCS- Gutter needed near gym entrance

Scheduled for spring

EES- Roof, gutter by music entry, brick stains, gym mullion

Roof quotes needed, gutter scheduled for spring, Brick stain removal in spring/summer

NDE- lead testing from secondwind, rust door frames, rm 112, kitchen leak over dishwasher

Siemens repaired rm 112, maintenance repaired roof leak in kitchen

CLS- Bricks in the front

scheduled for spring

OCS- playground fence, outside gym ramp concrete

Good neighbor fence replacement spring/summer

LRTC- Safety film

Date of Injury	Location-Principal	Employee Occupation	Injury Description	Lost time?	Date returned to work	Misc.
7/18/2023	OCS	Speech	Student Interaction	NLT		
7/20/2023	CES	Para	Student Interaction	NLT		
8/2/2023	KRMS	Custodian	slipped & fell while scrubbing floors	NLT		
8/16/2023	KAC	Teacher	injured back-moving tables & supplies	NLT		
9/6/2023	MES	Para	Student Interaction	NLT		
9/28/2023	OCS	Sub	Student Interaction	NLT		
10/11/2023	EES	Principal	Rolled ankle	NLT		
10/10/2023	OCS	Secretary	Student Interaction	NLT		
10/18/2023	OCS	Teacher	Rolled ankle	NLT		
			twisted knee while moving cold food products during a power outage over the weekend			
10/21/2023	KRHS	Warehouse Supervisor		NLT		
10/30/2023	CES	Para	slipped and fell on stairs	LT	11/7/2023	
11/20/2023	OCS	Bus Driver	Rolled ankle while stepping into Story Lodge	LT	11/27/23-light duty	
11/29/2023	TCS	Para	slipped on oil on the ramp from staff room	NLT		
12/5/2023	MES	Para	Student Interaction	NLT		
12/8/2023	OCS	Para	Student Interaction	NLT		
12/11/2023	OCS	Speech	Student Interaction	NLT		
12/6/2023	OCS	Teacher	Fell in parking lot	NLT		
12/18/2023	OCS	Para	Student Interaction	NLT		
12/19/2023	CES	Teacher	Student Interaction	NLT		
12/20/2023	TCS	Teacher	Cut finger with paper cutter	NLT		
12/22/2023	OCS	Sub	Poked in the eye	NLT		
1/11/2024	CLS	Custodian	slipped on ice in parking lot	NLT		
1/17/2024	KRHS	Teacher	Student Interaction	NLT		
1/24/2024	KRMS	Kitchen	splashed with boiling water	NLT		
1/24/2024	NDS	Para	fell while snowboarding with students	NLT		
1/25/2024	OCS	Custodian	fell into roof drainage pit	NLT		
			slipped and fell on ice while off path on the playground			
2/1/2024	EES	Teacher		NLT		
2/2/2024	OCS	Teacher	stepped on item on the floor/left by student	NLT		

1/31/2024	NDS	Teacher	injured while snowshoeing with students	NLT
2/5/2024	CES	Teacher	slipped on wet cafeteria floor	NLT
2/9/2024	EES	Teacher	Fell off stage backwards	NLT