

SALISBURY BOARD OF EDUCATION
Buildings and Grounds Committee Meeting
Thursday, September 19, 2024 at 8:45 a.m.

(David V, John C, Brian S, Peter B)

1. CALL TO ORDER – Mr. David Valcin, Committee Chairman; time: 8:55 AM
2. APPROVE MINUTES of [September 5, 2024 meeting](#)
 - A. Motion made by Brian to approve, seconded by John, all approved.
3. SUMMER/AUTUMN WORK UPDATE:
 - A. Sharon Electric: status of new ethernet cables, electrical lines - Cables completed; clock in system needs to be completed by 9/16 (staff training).
 - a. 9/16: Brian will contact Billy to confirm if this was completed.
 - B. Tree trimming, etc.
 - a. 9/16: Brian will contact Ryan about tree work.
 - C. Hornet nest by MS basketball hoop sprayed.
4. OTHER BUILDING AND GROUNDS TOPICS
 - A. OUTSTANDING ITEMS
 - a. Refresh admin office
 - i. 9/5: See [info](#). Reach out to Curtis/Joe to consider next steps.
 - b. Windows, exterior brickface, Kindergarten exterior doors, and ELC window seating:
 - i. 9/19: ([door quote](#)) Churchill no longer able to do the project. Anthony O'Neill has been contacted to do this and will submit options and prices.
 - c. MS boiler
 - i. 9/19: Insulation completed.
 - d. ELC
 - i. 9/5: Brian will tell Kevin to have window seating completed ASAP. Awaiting furniture for the amphitheater area.
 - ii. 9/19: Brian has contacted Anthony O'Niell. He will also reach out to Scooter Tedder re: window seating.
 - e. 5th grade wing
 - i. 9/5: Tiles have arrived; to be installed.
 - ii. 9/19: Not completed
 - f. Roof flashing and roof inspector progress
 - a. 9/5: Contractors repaired leaks. Sam will coordinate inspector visit.
 - b. 9/19: Brian can't find a complete set of the most recent roof plans; he submitted to Sam what we did have. For the areas we don't have drawings, Brian will get measurements and submit to Sam.
 - g. Cubbies - Sticker removal and painting
 - i. 9/5: Brian will also reach out to other sources (Jeff Dunlavey)
 - ii. 9/19: Not completed.
 - h. ELC new tables - awaiting delivery.

- i. 9/19: Completed
- i. Kindergarten rooms/heat/Siemens
 - i. Siemens replaced valves; two valves remain to be replaced.
 - ii. 9/5: Working on scheduling final repair
 - iii. 9/19: Not completed; Brian has been communicating via email. Brian will email again today, CCing John.
- j. Garbage pick up area outside caf; requires daily washing/sweeping.
 - i. Brian will add this to his morning to-do list.
 - ii. 9/19: Brian has been washing the area.
- k. Work table needed in main lobby
 - i. 9/19: Round table from John's office was placed there this week.

B. NEW ITEMS

- a. MS Epipen lock box - installation?
 - i. Ordered; will be in on Monday.
- b. PTO will do the [sound system](#) and [outdoor classroom](#).
 - i. Graham Stone and Rob N will meet to evaluate and develop a proposal by the end of next week. Installation could occur in October if PTO funds are available.
 - ii. Outdoor classroom: PTO will be in touch with SCS to talk about needs, etc.
- c. Black-out curtains for the gym windows
 - i. 9/19: 16 windows total; each 7' x 7'. Matt says they do not contribute to the overall lighting of the gym, and said that painting over them would be fine if that's the way we go. Brian will look into other options (black film, etc.) as well as check codes (Brian will contact Sam re: codes).

C. BIG TICKET ITEMS IN PROGRESS/GOING FORWARD

- a. Heating system/MS boiler
- b. Office renovation project
- c. [Kindergarten exterior walls, windows, and doors](#)
 - i. ~\$100,000 Quote
- d. Digital sign at the bottom of Lincoln City Rd.? PTO?
- e. Need for more general storage
 - i. 9/19: Possibility of building additional storage? Audit to look at spending on furniture, current storage, etc.

D. WISHLIST ITEMS:

- a. PTO "big things" for fundraising - price for the following?:
 - i. Gym sound system 20,000
 - ii. Experiential outdoor learning space 10,000
 - iii. ES Gaga pit (with help of Student Leadership) 3,000
 - iv. Making the MS admin office more functional (furniture, etc...?)
- b. New Wishlist 2024
 - i. New lockers in fifth grade wing

- ii. A second AC Split in the Kindergarten rooms with better placement. (Suggesting on the wall facing the bus circle)
- iii. Update mural wall outside the Learning Commons (2023: Hanging display setup for artwork on the brick walls). Peeling plaster :(
 - a. 9/19: John setting up meeting w/ Jen and Marie.
- iv. Ventilation system for the Art Studio (clay/plaster dust and fumes)
 - a. 9/5: Brian will check with Sam re: regulations.
 - b. 9/19: Not completed
- v. Could something be made with the bricks that were taken out from in front of kindergarten?
- vi. Emergency strobe for Band room, Gym and Cafeteria (loud rooms where we may not hear CrisisGo)
 - a. 9/5: To be discussed when we meet with safety auditors (date TBD). Brian will also get input from Integrated Systems.
 - b. 9/19: Not completed
- vii. Speaker for announcements for Mr. Janco's office (only one is in gym near ramp and can't hear from my office)
 - a. Brian will reach out to Integrated Systems.
 - b. 9/19: Not completed
- viii. Locker Rooms- update them
- ix. MS lockers- update them
- x. Put the large soccer nets on the field so kids can use them at recess, etc.
 - a. 9/5: Will be addressed immediately.
 - b. 9/19: Completed.

- 5. Set Date and Agenda for the Next Meeting
 - A. October 17, 2024 @ 8:45 AM, in person

- 6. Adjourn
 - A. John made a motion to adjourn at 10:03 AM, Brian seconded.