

**LEBANON BOARD OF EDUCATION
PHYSICAL PLANT/FACILITIES SUBCOMMITTEE
CENTRAL OFFICE CONFERENCE ROOM
OCTOBER 18, 2013 – SPECIAL MEETING 9:00 AM**

MINUTES

ATTENDANCE:

PRESENT: Jim Mello, Darcy Battye, Sandy Tremblay

ALSO PRESENT: Superintendent of Schools Janet Tyler, Facilities Director Kevin French, LMHS Principal Jay Apicelli

I. CALL TO ORDER

James Mello, Chairperson, called the meeting to order at 9:05 a.m. at the Central Office Conference Room, Media Center at 891 Exeter Road, Lebanon, CT.

II. LES Water/Well

The district submitted water samples for testing. Results should be received next week.

III. LES Fire Doors

The Fire Marshall approved the sizes (28" and 48") of the LES cafeteria doors. Kevin French will measure and oversee the project.

IV. LES Gym Floor

An air quality test was taken at LES inside and directly outside the gymnasium. The results should be received next week. Also, repairs will be made to areas of the gymnasium floor in the next few weeks.

V. Energy Audit

Kevin French is working with CL&P and ConnServ to assess and determine energy efficiency and identify possible cost saving plans.

VI. Window Cranks

Kevin French contacted two vendors and is waiting for pricing. When purchased, the window cranks will be installed by district personnel.

The Business Manager will explore possible energy grants, re: double-hung windows, etc.

VII. Vo-Ag needs/requests

The Committee reviewed a list of requests generated by the Vo-Ag teachers. The Committee also discussed a grant that was submitted by the Town Vo-Ag Committee requesting computers and required a Town commitment for approximately 15% funding. The district Business Manager will research and share information.

VIII. Snow Removal

David Benjamin and Kevin French toured the parking lots. Mr. Benjamin will store equipment in each school garage to be used for snow removal. District personnel are concerned as to who will be measuring and weighing the snow on the school roofs this winter.

IX. Adjournment

The meeting adjourned at 9:50 a.m.

Respectfully submitted,

James Mello, Chair