

**HARWOOD UNIFIED UNION SCHOOL DISTRICT
Facilities Workgroup
Waitsfield Elementary School
and
Harwood Union High School Facilities Office
Meeting of January 11, 2017**

APPROVED MINUTES

In Attendance: Alycia Biondo, Alex Thomsen, Rosemarie White

Also in Attendance: Ray Daigle, Kaiya Korb, Joe Robinson,

1. The meeting was called to order at 3:36 p.m. at Waitsfield Elementary School
2. A request was made for any additions or deletions to the Agenda. None were made.
3. A request was made to approve the minutes from the Facilities Workgroup meeting of December 7, 2016. Alex Thomsen made the motion, Alycia Biondo seconded and the motion passed.
4. Waitsfield Elementary School Tour - Kaiya Korb and Joe Robinson provided a copy of the Waitsfield Elementary School Facility Improvement Plan which was last updated in October 2016. Kaiya highlighted items which are currently being addressed through the School's Capital Reserve fund and items to be added to the General Maintenance Reserve. Kaiya and Joe took the Workgroup on a tour of the school focusing particular attention on drainage issues which, amongst other things, are now causing issues with the floor in the French room.

After the tour, Kaiya and Joe discussed the proposed staffing changes to the school's facilities department and the possible ramifications of those changes.

Lastly, Kaiya stated the school is heavily used by outside entities for non-school related events ranging from Town Meetings to birthday parties.

At 4:43, the meeting recessed to reconvene at the Harwood Union High School Facilities Office.

At 4:58 the meeting reconvened in the Facilities Office at Harwood Union High School with all attending except for Kaiya Korb and Joe Robinson.

5. Harwood Union High School Track Update – Ray Daigle said the first meeting of the design team for the track is going to be next Wednesday, January 18th. The intent of this meeting is to understand the expectations/wants of the Harwood Track community.

6. Warren Elementary School Construction Project – Ray Daigle said the walk-through with the candidates for the District’s Clerk of the Works will be next Wednesday, January 18th after the track meeting. The Warren Facilities’ Committee will meet after the walk-through.
7. Other Business. None was noted.
8. Next Meeting is to be held on February 8th at the Moretown Elementary School at 3:30 p.m.
9. Adjournment. Motion was made by Alex Thomsen to adjourn the meeting. Alycia Biondo seconded the motion which was then passed unanimously.

Respectfully submitted,

Rosemarie White
Chair