

HARWOOD UNIFIED UNION SCHOOL DISTRICT
Facilities Workgroup
Crossett Brook Middle School
Meeting of April 12, 2017

In Attendance: Alycia Biondo, Alex Thomsen, Rosemarie White

Also in Attendance: Michelle Baker, Tom Drake, Ray Daigle, and Bud Towndrow

1. The meeting was called to order at 3:35 p.m. at Crossett Brook Middle 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 March 8, 2017. Alex made the motion and the motion passed.
4. Crossett Brook Middle School Tour – Tom Drake and Bud Towndrow provided a brief overview of the school and maintenance/repair projects scheduled to be completed. Some discussion ensued regarding long term projects such as the replacement of the roof which is anticipated to be needed in the next five or six years. Another topic for future projects was erosion under the driveway/road. Recently a culvert just upstream of the school was replaced which now allows a wider and faster volume of water running through Crossett Brook, bringing the Brook closer and closer to the driveway during periods of snow melting and heavy rains. Tom was unsure as to who owned the road; the Town or the School District. Therefore, Ray Daigle and Tom will look into road ownership as this may become an issue should any major repairs to the driveway/road need to be completed in the future.

Tom and Bud then took the Workgroup on a tour of the building. Tom mentioned the gym gets a lot of use from outside organizations including AAU basketball, LEAP Fair and Waterbury Home Show. Michelle stated Crossett Brook generated approximately \$8,000 in revenues from these events.

5. Harwood Union High School Track Update – Ray provided an update on the Harwood Track project. The architect and engineer came to the Harwood Track group with an initial design. The group requested some adjustments which the architect and engineer will rework into a revised design. Ray anticipates the revised design could be ready in May. Assuming the new design is accepted, the group will then request an estimate of cost.
6. Warren Elementary School Construction Project – The bids were received and only two of the ten contractors submitted bids. Both of the bids were for more than budget with the lowest bidder coming in \$500,000 higher than budget. The lowest bidder was Stewart Construction out of Essex. Michelle stated the Warren School Board accepted the construction bid from Stewart, conditionally, subject to both parties agreeing on a revised based bid derived through change orders affecting specific project elements and entering

into a construction contract by May 1, 2017. Ray stated this would probably result in only fixing the HVAC system and envelope of the school with no other work done.

7. Moretown Elementary School Drainage project update – A joint design group is working on addressing the drainage issues. Due to the runoff behind the school contributing to the drainage issue, completing the work behind the school at the same time as the work on the parking lot is prudent. Ray stated the Town currently has no funds to pay for their portion of the project which will probably result in the project being delayed until next fiscal year.
8. Other Business. Ray stated Fayston School is proactively addressing the maintenance concerns brought up by the Fayston Facilities Director at last month's Facilities Workgroup visit to the school. These concerns included finishing the heating system in the 5/6 class room as well as addressing the roof membrane which appears to be leaking and causing moisture issues. The question was asked whether or not the compromised siding on the school was also being addressed. Ray said he had not yet heard if replacing the siding was in the scope of work to be completed.
9. Next Meeting is to be held on May 10th at Thatcher Brook Elementary School at 3:30 p.m.
10. Adjournment. A motion was made by Alex to adjourn the meeting at 5:32 p.m. The motion passed unanimously.

Respectfully submitted,

Rosemarie White
Chair