

**HARWOOD UNIFIED UNION SCHOOL DISTRICT  
Facilities Workgroup  
Fayston Elementary School  
and  
Harwood Union High School Facilities Office  
Meeting of March 8, 2017**

**In Attendance:** Alycia Biondo, Alex Thomsen, Rosemarie White

**Also in Attendance:** Michelle Baker, Jean Berthiaume, Ray Daigle, Heidi Spear, and Ted Withey

1. The meeting was called to order at 3:42 p.m. at Fayston 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 February 8, 2017. Alycia made the motion and the motion passed.
4. Fayston Elementary School Tour – Jean Berthiaume and Ted Withey provided a brief overview of the history of the school and its various additions. Ted also highlighted a short list of items he is looking to have repaired/replaced within the school.

Jean and Ted then took the Workgroup on a tour of the building. The tour ended in the art/music room for which there is a plan to renovate the room into maker space. The cost of these renovations will be paid from the school's existing maintenance reserve.

At 4:58, the meeting recessed to reconvene at the Harwood Union High School Facilities Office.

At 5:21 the meeting reconvened in the Facilities Office at Harwood Union High School with all attending except for Jean Berthiaume, Ted Withey and Heidi Spear.

5. Harwood Union High School Track Update – Ray Daigle said there will be a meeting to go over the initial designs for a track next week. These designs will include an estimated budget for the project. All of the funds paid for this process so far have come from the money raised for the "Track in the Woods".
6. Warren Elementary School Construction Project – A Clerk of the Works has been selected. Ray received a contract from the selected engineer and will be reviewing it with Michelle as the contract states a price different than the original bid.

Michelle said the bond has been sold and the interest rate for the Warren Bond is 3.4% for 20 years.

A walk-through of the building took place with six of the contractors interested in submitting bids on the project. A walk-through was not a requirement of submitting a

bid. Many of the contractors are requesting the due date for submission of the bid to be extended another week. Ray does not think this will cause any delays for construction, but will talk to David at TruexCullins before he agrees. Michelle commented there is a formal procedure which will have to take place to amend the bid process but did not see this as an issue.

The new elevator is in and operational. The other lift still works; however, Ray said the lift is so old, parts are no longer available. Consequently, if the lift were to break, a new one would have to be installed.

7. Moretown Elementary School Drainage project update – Ray reminded the Workgroup this was a collaborative process with the Town. Three bids were received for the project of which the lowest bid was not selected because it was much lower than the other two and appeared to be missing aspects of the project. The Town and School agreed on the same contractor; cost will be approximately \$19,000.

The Town has a grant which will pay for a portion of the paving of the parking lot after the work has been done. This grant must be spent prior to June 9<sup>th</sup>.

Ray said there was a flooding scare last week with the quick rise in temperatures. Ray and Greg spent Saturday night keeping the drains clear so the school would not flood. The water came within inches of entering the school. The Workgroup commended Ray and Greg for going above and beyond in their efforts to save the school from flooding.

8. Other Business. None noted.
9. Next Meeting is to be held on April 12th at Crossett Brook School at 3:30 p.m.
10. Adjournment. A motion was made by Alex to adjourn the meeting at 6:00 p.m. The motion passed unanimously.

Respectfully submitted,

Rosemarie White  
Chair