

F.W. Parker Charter Essential School

Minutes

Facility Committee Meeting

Date and Time

Thursday October 24, 2019 at 4:30 PM

Location

49 Antietam Street Devens, MA 01434

Committee Members Present

M. McKenna, M. Turnbull, P. MacDonald, S. Roach, T. Sumner

Committee Members Absent

None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. McKenna called a meeting of the Facility Committee of F.W. Parker Charter Essential School to order on Thursday Oct 24, 2019 at 4:46 PM.

Steve Roach abstained from voting.

C. Approve Minutes

T. Sumner made a motion to approve minutes from the Facility Committee Meeting on 04-24-19 Facility Committee Meeting on 04-24-19.

P. MacDonald seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Facility

A. Discuss heating system upgrade

Martin presented the results of the HVAC study to date. Martin discussed area to be covered, upgraded electric needs, and additional ventilation included as part of the

upgrades. Martin also discussed some roof structures needed to be in place as part of the project. Martin presented two options to heat/cool the rooms: one ceiling mounted and one wall mounted. Costs for both should be considered as alternates. Martin presented the design idea to have 3 phases to the complete project in full. Phase 1 would be 50's portion (Spanish wing to auditorium) but not including the auditorium. Phase two would be the rest of the "old building" excluding the gym. Phase 3 would be the gym and the auditorium.

T. Sumner made a motion to motion as stated in the agenda.

P. MacDonald seconded the motion.

The committee **VOTED** unanimously to approve the motion.

B. Summer projects update

Michelle discussed the walkway/front wall as a second project this summer and will get updated proposal for next meeting. Also discussed additional window replacement in the 50's portion of the building over the next few years.

III. Closing Items

A. Adjourn Meeting

P. MacDonald made a motion to adjourn the meeting.

S. Roach seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:44 PM.

Respectfully Submitted,
M. McKenna