

APPROVED

F.W. Parker Charter Essential School

Minutes

Facility Committee Meeting

Date and Time

Monday January 6, 2020 at 6:00 PM

Location

49 Antietam Street Devens, MA

Committee Members Present

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

Committee Members Absent

J. Bohannon, J. Marshall, J. Romeo, P. MacDonald

Guests Present

bart bettencourt

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 Monday Jan 6, 2020 at 6:03 PM.

C. Approve Minutes

S. Roach made a motion to approve the minutes from Facility Committee Meeting on 10-24-19.

M. Turnbull seconded the motion.

Bart abstained. Enough to vote on minutes

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

II. Facility

A.

Update on heating system upgrade

Martin presented an update on the project detail. Bart Bettencourt, new committee member, was caught up on project details.

- noting 1950s steam section being replaced only on phase 1 of project
- room above drop ceiling is a concern; will need to drop ceiling height in part of the ceiling.
- relocating electrical entrance from the side of Antietam street (hill in student/faculty lot) to the pole in the outback using the existing transformer
- location of electrical upgrades will be closet in room 22
- additional work to be done after project including some window replacements etc.

Steve Roach discussed the need to update the Board on plans and current cost estimate.

B. Summer projects update

Michelle presented an update on the sidewalk/retaining wall project. Places Inc. is still working on the project. They will begin to do some background work as we wait for the snow to melt. Once the snow is clear we will finalize study/survey and get documents ready for bid. William Murray, from the firm, is confident we will still be able to go to bid and undertake the project this summer.

III. Closing Items

A. Adjourn Meeting

M. Turnbull made a motion to adjourn the meeting.

M. McKenna 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 7:00 PM.

Respectfully Submitted,

M. McKenna