

FEB 25 2016

COLEBROOK TOWN CLERK

**COLEBROOK  
TOWN/SCHOOL BUILDING COMMITTEE**

**Regular Meeting – October 27, 2015**

**MINUTES**

COMMITTEE MEMBERS PRESENT: Chris Johnstone, Chairman;  
Jon Gray; Steve Seiser; Shayne Young

COMMITTEE MEMBERS ABSENT: Lisa Fragale

OTHERS PRESENT: Jay Chittum, Superintendent

1. Meeting Call to Order: The meeting was called to order at 5:10 p.m. by Chairman Chris Johnstone.
2. Consideration of the Minutes:
  - a. May 26, 2015 Regular Meeting – Shayne Young moved and Steve Seiser seconded to approve the Minutes of the Regular Meeting on May 26, 2015. The motion was unanimously approved.
  - b. June 23, 2015 Regular Meeting – Shayne Young moved and Jon Gray seconded to approve the Minutes of the Regular Meeting on June 23, 2015. The motion was unanimously approved.
  - c. July 7, 2015 Regular Meeting - Shayne Young moved and Jon Gray seconded to approve the Minutes of the Regular Meeting on July 7, 2015. The motion was unanimously approved.
3. CCS Facility Study: Jay Chittum presented Section 6 – Pages 5-9 for discussion purposes. The committee will discuss options further after receiving direction from the Board of Education.
4. Building Projects:
  - a. Security Upgrades of Alarm Systems – Jay Chittum informed the committee that Berkshire Alarms will provide monitoring services. The video surveillance system will be upgraded. Berkshire Alarm will give the school an analysis and proposal to upgrade the fire and burglar alarm systems.

- b. External Painting – The committee toured the outside of the building to identify painting needs. Jay Chittum will get an estimate for the capital budget.
  - c. Concrete Stairs and Ramps – The committee identified repair/replacement needs. Jay Chittum will get an estimate.
  - d. Asphalt Parking Areas – The committee identified repair needs. Jay Chittum will get an estimate.
  - e. Dishwasher/Grease Trap – Jay Chittum reported that replacement of the dishwasher and grease trap exceeds the capital budget allocation. He will seek grant opportunities.
5. Well Status Update: Jay Chittum reported that the trenching has been completed. Next steps will include state certification and connection.
  6. Other: Jay Chittum reported that two hot water heating pipes needed to be repaired. Also, there is a leak in one of the two boilers. West State Mechanical will inspect the boiler and give an estimate for repairs.
  7. Adjournment: The motion was made by Jon Gray and seconded by Shayne Young to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

  
James Chittum, Acting Secretary