

**Wilton-Lyndeborough Cooperative School Board  
Facilities Subcommittee MINUTES**

Tuesday, December 11, 2018

WLC MS/HS – Teachers/Staff Room

5:30 PM

Present: Miriam Lemire, Mark Legere, Joyce Fisk, Carol LeBlanc, Bryan Lane, Leslie Browne, Buddy Erb, and Lise Tucker.

Absent: Fran Bujak, Bill Ryan, Brian Bagley, and Tim O'Connell

I. Organization

The meeting was called to order at 5:31 pm by Lise Tucker. The next CIP/Administration meeting is Tuesday, February 19, 2019 at WLC at 5:30 pm preceding the scheduled board meeting.

II. Review of Minutes

The minutes of October 23, 2018 were reviewed. A motion was made to accept the minutes by Miriam and seconded by Carol. Voting: 5 ayes Motion carried.

III. Building Walkthroughs

Lise mentioned that the WLC walkthrough needs to be rescheduled.

IV. Update on Completed Projects

None at this time.

V. Status of Current Projects List

Buddy said that he plans on doing the 1895 section entrance stairs repair work for FRES by the end of the week. He also stated that the Repointing of the Chimneys for FRES will be scheduled for the summer of 2019 as indicated on the Capital Improvement Plan. Buddy is hoping to schedule the WLC parking lot paving before the end of June 2019.

Buddy has been working on repairing WLC bathroom stall doors, repairing/replacing latches where needed. Lise confirmed that the WLC group bathrooms are being phased in through the Capital Improvement Plan.

Buddy mentioned that the LCS exterior painting that was previously in the works is now on hold. The subcontractor that was to do the prep work is no longer available. Buddy is working on

getting a replacement to do the prep work. Leslie asked if he had any others in mind. He said he is making calls and that he has no definite interested parties at this time.

## VI. Projects in Development

Lise introduced Chris Balch of the Wilton Energy Committee. She mentioned that at a previous board meeting, the board members wanted the Facilities subcommittee to review the information Chris previously presented to the board.

Chris handed out the following information: presentation summary and slides as presented at the previous board meeting for review and copies of the LED Lighting Retrofit Proposals he received.

One proposal was based on an LED retrofit with linear strips for WLC. The gross project cost of \$283,404, anticipated rebates of \$68,050 for a net project cost of \$215,354 over 20 years. The other proposal was based on an LED full fixture replacement for WLC. The gross project cost of \$318,460, anticipated rebates of \$66,890 for a net project cost of \$251,570 over 20 years.

Chris said that LED lighting will improve lighting quality and reduce maintenance costs specifically in the area of ballast replacement. Chris questioned how much we spend on ballasts. Buddy thinks we spend around \$300 a year.

Leslie asked historically, how long have Eversource been giving rebates ? Buddy answered that it has been over five years. We got a total of \$25,000 during the FRES renovation in 2015 and 2016. He anticipates that this will continue on an annual basis.

Bryan stated that when we are ready to go out to bid for this project in a couple of years, we need to ensure that the total cost for controls are included to ensure cost effectiveness.

Lise reiterated that the WLC tennis courts project is in the Capital Improvement Plan (CIP) as advised. This project is scheduled for the year of 2022.

Buddy mentioned that he has talked with Adam Vaillancourt for preliminary numbers for the LCS Roof replacement. He has seen them in the area and asked for a look on what they felt needed to be done. There are four sections of the roof that will be looked at: above the front bathrooms, above the preschool, above the OT classroom, and above the SAU offices.

## VII. Update on CIP worksheet

Bryan said that the line where it states 'install A/C unit in library' should say 2 units vs. 12.

Lise asked the committee to accept the CIP as written once amended for the above so that she can add it to the annual report. Mark made a motion to accept as amended. Carol seconded. Voting: 4 ayes Motion carried.

## VIII. Custodial Plan implementation

Buddy and the Principals continue to have their periodic reviews.

X. Adjournment

Bryan reminded Lise to ask the committee to nominate a Chair and Vice Chair to the subcommittee. Miriam accepted as Chairperson and Mark accepted as Vice-Chair. Lise will continue to facilitate the meetings.

A motion was made by Carol to adjourn the meeting. It was seconded by Mark. Motion carried with all ayes. The meeting was adjourned at 6:10 p.m.

Respectfully submitted,  
Lise Tucker