

**North Country Union Jr. High School  
Building Committee Meeting  
Thursday, May 19, 2016  
NCUJHS Library – 2:30 P.M.**

Present: Scott Boskind, Richard Cartee, and Kevin Hodgeman

Absent: Dan Maple, Richard Nelson, Nicole Corbett, and Colleen Storrings

1. Call the Meeting to Order

The meeting was called to order by Scott Boskind at 2:32 p.m.

2. Approve Minutes from the Previous Meeting (April 6, 2016)

The motion to accept the minutes of the April 6, 2016, meeting was made by Kevin Hodgeman and seconded by Annette Cross. APPROVED

3. Open Flooring Bids

There was one bid submitted for new flooring tile installation for rooms 409 & 411. The bid was opened at 2:34 p.m. It was from Barre Tile Inc. for the amount of \$24,450.28. The recommendation to accept the bid and a contract be awarded to Barre Tile Inc. will be brought to the board meeting on Tuesday, May 24, 2016. The Building Committee will also ask the board to consider approving a *third classroom* (room 414) as the cost came in lower than anticipated. If approved, Kevin Hodgeman will check with Larry Morrison from Barre Tile Inc. to see if that would be feasible. Bid packages were given to Lapierre & Sons, Don's Wayside, and Steve's Flooring. No bids were submitted from these vendors.

Annette will email/scan a copy of the bid to Glenn Hankinson and John Alden.

Kevin will be clerk-of-the works for the flooring project. He will get a copy of the bid, set up a meeting with Barre Tile Inc. to go over the specifications.

4. Review 5-Year Maintenance Plan

The following items on the 5-year plan were addressed and the plan now reflects these additions/changes.

Doors in the 1990 - The doors in the 1990 section of the school have deteriorate and need replacement. Kevin checked with Bob Currier at Poulin Lumber and got a quote for individual doors and hardware. The cost for 14 doors and hardware would cost \$12,031.00. At the previous Building Committee meeting, \$15,000.00 was suggested for door replacement. The Building Committee decided to leave it at \$15,000.00 allowing for contingencies. This request will be brought to the board meeting on May 24, 2016. The quote from Poulin Lumber will also be brought to the board.

Double Convection Oven – The current oven is 27 years old. The motor was replaced, but because the parts are obsolete, they had to be retrofitted. Kevin got a quote for a new oven from Kittredge Foodservice Equipment & Supply for Blodgett Oven Model No. ZEPH-200-G DBL. The cost for a new oven would be \$7,339.00. Cooking food is totally dependent on these two ovens. The Building Committee agreed that they would like to purchase the double convection oven with this year's surplus funds. The request will be brought to the board on May 24, 2016.

Meat Slicer – The meat slicer is old, hard to clean and is broken, but still works. Kevin researched the cost of a new meat slicer. Kittredge Foodservice Equipment & Supplies quoted two slicers – one for \$4,190.00 and the other for \$2,234.00. The Hobart Model No. HS6-1 for \$4,190.00 is a better quality slicer and has a longer life span recommendation. It is also easier to clean. The Building Committee agreed that they would like to purchase the meat slicer with this year's surplus funds. The request will be brought to the board on May 24, 2016.

Dishwasher – The dishwasher was discussed and it was agreed that it would be evaluated from year to year. It will be included in the 5-year plan allocated for possible purchase FY2018-19.

Grease Trap in Kitchen – The trap has a cover that is deteriorated. Rather than replace it, Kevin will contact Danny Guay to see if it can be refurbished.

Roof – Kevin has been in contact with Steve from Rodd the Roofers from St. Johnsbury regarding the roof. Rodd recommends a yearly maintenance contract. This would be a preventive-maintenance to extend the life of the roof. The cost yearly is estimated at \$2,000.00. The Building Committee agreed that they would like to purchase this contract yearly and will ask for the board's approval at the meeting on May 24, 2016. This item will be added to the 5-year plan.

Fence – Do we repair or do we not repair it. After discussion, it was agreed that the fence does need to be there and that Kevin would contact the Building Trades at the high school to see if they may be interested in constructing the new fence. If they are, then he will ask for an estimate.

Sidewalks - Some of the sidewalks on the south side of the bus circle are deteriorated. The Building Committee asked Kevin to get quotes for repairing the sidewalks.

Dry Wells – It was discussed that the dry wells on the south side of the 1957 building need evaluation to make sure they are working properly. It was suggested that Gosselin, Inc. take a look at them rather than having an engineer do an evaluation at this time. Kevin will contact Gosselin, Inc.

Lighting Retrofit – Lighting was discussed and Kevin was instructed to contact Matt Kiley for an update on our needs.

Gym Floor – The gym floor is on our 5-year plan and will be evaluated yearly.

5. Discuss Equipment and/or Maintenance Priorities

This topic was included in the Review of the 5-year plan.

6. Any Other Business

Scott has the results from the meeting with DEW and John Alden that was held last week regarding the walls in the shower room and the floor in the girls' restroom. He is still waiting on what they will do to rectify the problem.

7. Adjourn

Meeting adjourned at 3:23 p.m.

Respectfully submitted,

Annette Cross