

**North Country Union Jr. High School  
Building Committee Meeting  
Tuesday, October 31, 2017  
NCUJHS Conference Room – 9:30 A.M.**

Present: Scott Boskind, Richard Cartee, Nicole Corbett, Kevin Hodgeman

Absent: Dan Maple, Richard Nelson, Colleen Storrings

I. Call the Meeting to Order

The meeting was called to order at 9:30 a.m.

II. Approve the Building Committee Minutes of August 16, 2017

The motion to accept the minutes of the August 16, 2017, meeting was made by Richard Cartee and seconded by Scott Boskind. APPROVED

III. New and Unfinished Business

1. Review and discuss infrastructure budget considerations for 2018-2019

The Building Committee proceeded to look over and discuss the items on the NCUJHS 5-Year Maintenance Plan that was updated on October 27, 2017. Items that were completed by July 31, 2017, totaling \$62,236.23 were:

- Doors in the 1990 addition - \$16,381.02
- Double convection oven (covered by the NSLP Federal Equipment Grant) - \$7,339.00
- Fence line bordering staff parking lot – no cost
- Floors in 1990 & 1957 building, which includes carpet in rooms 406, 407, 408, tile in room 410 and Alto Tile was installed in Room 304 - \$36,516.21
- Roof 1957 flat maintenance yearly contract - \$2,000.00

Re-siding the garage scheduled to take place this past summer was moved over to 2018-19 because the hot water tank went and a new one needed to be purchased.

Upcoming year items were then discussed.

- Floors in 1990 & 1957 Building for year 2018-19 – Kevin will get pricing from Barre Tile to include rooms 412, 413, 407A, 407B and possibly room 201.
- Heat Pumps are on hold for now.
- Grease Trap is ok for now. Kevin will keep an eye on it.
- Gym Floor is ok for now.
- Fire Panel needs updating as it is not up to code. Trevor from Jourdan's Electric is willing to do it in stages and will get estimates for Kevin. Kevin will get the information & figures for November's board meeting.
- Dry Well is old and not a problem at this point.
- Kitchen dishwasher is still working and we will go as long as we can with it.
- Lighting Retrofit is on hold for now.
- Meat Slicer – The committee agreed to look at replacing it now vs. waiting until 2019-20. Kevin will look into it.

- Oil Boilers – Vermont Boiler has looked at it and it is ok for now.
- Parking Lot Sealing & Stripping – stay on the schedule of every five years.
- Refractory Wood Chip Boiler – Vermont Boiler looked at it and it is ok for now. It is one of those things that could go now or it could be in another 10 years. It will be an emergency thing when it happens. Committee feels this item could be a Capital Improvement Fund item.
- 1957 Roof – The yearly \$2,000.00 contract with Rodd the Roofer, Inc. takes care of inspections and sealing holes, but eventually it will need to be replaced. This item should be included in a Capital Improvement Fund as it will be costly.
- Security Cameras – Most of the cameras are efficient, but the wiring needs replacing. Kevin will look into this for estimates, and will check to see if there are VISBIT grants to help with this.
- Side-Walks – Kevin will keep working on finding someone and getting estimates to remove the section of the side-walk at the far end of the bus circle and cost for repairing areas that are not in bad shape.
- Windows in the nursing office and guidance office need replacing.

Refer to the attached NCUJHS 5-Year Maintenance Plan for timelines and more information.

2. Review and discuss service contracts; i.e. roof, mowing, plowing etc.

NCUJHS service contracts are as follows:

- Fuel Oil – Contract for the 2017-2018 school year is with Oil Supply Corp for \$1.75 per gallon.
- Lawn Mowing Services – Contract is with Scott McAllister for the summer seasons of 2017, 2018, and 2019 with the cost of \$280.00 per mowing.
- Snow Removal/Plowing/Salting/Sanding - Contract is with Kelly View Farms for the 2015-2016, 2016-2017, and 2017-2018 winter seasons. The cost for the 2017-2018 season will be \$180.25 for plowing, \$149.35 for salting, and \$123.60 for sanding per visit. There is no charge for snow removal.
- Wood Chip contract is with Ivan Maxwell Trucking for the winters of 2016-2017, 2017-2018, and 2018-2019. The cost per ton is \$65.00 and remains the same for all three winters.
- Lockers in the 1990 end of the building need replacing.

IV. Any Other Business  
None

V. Adjourn  
The meeting adjourned at 10:15 a.m.

Respectfully submitted,

Annette Cross