

**WESTBROOK BOARD OF EDUCATION**  
**EDUCATE, CHALLENGE, & INSPIRE**  
**Tuesday, November 10, 2020**  
**Long Range Plan Sub-Committee**  
**6:30 p.m.**  
**Google Meet**

MINUTES

Members Present: Michelle Palumbo, Don Perreault, Christine Kuehlewind, Zachary Hayden

Also Present: Dr. Patricia Charles, Interim Superintendent; Lesley Wysocki, Business Manager

- I. CALL TO ORDER: The Long Range Plan Subcommittee meeting was called to order at 6:32 p.m. by M. Palumbo, Chair.
- II. APPROVAL OF MINUTES
  - A. February 4, 2020: MOTION by Z. Hayden and SECOND by C. Kuehlewind to approve the minutes of February 4, 2020. Vote unanimous.
- III. NEW BUSINESS:
  1. Review four year plan: The LRP Committee reviewed and discussed the 4-year plan as submitted.
  2. Update of 2020-21 projects: The Committee was given an update of the projects completed including kitchen hood and playground.

Mrs. Lesley Wysocki reviewed the history for new members (Facilities Study, using Roger LeFleur) and the current status of 2021-2025 CIIP. A potential addition to 2021-2022 may be the cleaning of the middle school air handling units (still pending air quality testing).

There is some question whether or not bonded funds for the theatre upgrades can still be used. The Committee may approve funding from the undesignated fund balance to complete this project. There is still funding available for cafeteria equipment. The Food Service Director is evaluating the potential to purchase a new natural gas stove at Daisy. This may also be an addition to the 2021-2022 plan, but there is still an open project budget; no additional funding will be required.

The Committee gave permission to the business manager to move forward with the required documentation to submit to the town for Capital Improvement Requests 2022-2026.

Another meeting should be scheduled in January or February to formally approve the 2022-2026 plan.

- IV. ADJOURN: MOTION to adjourn at 6:58 p.m. by Z. Hayden and SECOND by C. Kuehlewind. Vote unanimous.

