

## LLCS Minutes

Team Name: Maintenance

DATE: November 14, 2019

FACILITATOR: Noelle Short

RECORDER: Vickie Snide

### DISCUSSION HIGHLIGHTS:

#### **REVIEWED PRIOR MONTHS MINUTES:**

- Whiteboards installed in Pine and Accardi's Rooms.
- Garden Shed is stained but may need to wait until the spring to be moved to garden.
- Waiting on quote from Bob Lewin for electric upgrades in Pine's room. Hoped to get this done Thanksgiving break. E. Hample to contact him.
- Conference room radiator area is repaired – stray boards were picked up.
- Roof debris was cleaned up and caulking done.
- Chairs with wheels in the computer lab will be replaced with the maroon or green chairs without wheels. Wheeled chairs will be moved to the conference room and child's chair in conference room removed.
- Looking for other options on where to get clay for our ballfields.
- Waiting on parts to repair the stairwell window balance. Company would not take purchase orders so V. Snide to order with school credit card.
- Ballast replaced in Koehring's room.

#### **CURRENT PROJECTS**

- Heating issues in Accardi, Delehanty and Phillips-LeBlanc rooms all corrected. Valve needs to be replaced in hallway shut-off. Senior lounge heat needs some repair.
- People are wearing street shoes in the Fitness Center area leaving snow/salt debris on equipment. N. Short to speak to Carol Turner about this.
- T. Clark spoke with M. Gannon about digitizing the hallway class pictures to display on a TV in hallway instead. TV area would be above the recycling bins on the second floor near the boys' bathroom. T. Clark to measure that area for a TV mount.
- Received a quote from TBS for a new compressor control panels, installed. We have 2 compressors that control our pneumatics and one keeps kicking off. The control panel is electronic and is 8-10 years old – we need a new control panel (not compressor). Purchase this year and have it installed over Xmas break.
- New circulator pump is installed but the dishwasher still is not going to temperature. We will continue to use sanitizer installed by EcoLab. We should look at a new dishwasher as ours is about 40 years old. Possibly do this within the capital project and then we would not need to move the booster heater. We still need to respond to Dept. of Health with our final answers.
- DEC is coming Friday, 11/15 for a fuel oil tank inspection.
- Snow Day Delays – T. Clark usually here by 4:30 am, E. Hample by 6 am. If we have a 2 hour delay, N. Short will notify office to work on a 1 hour delay.
- Xmas wreath & lights with garland to be put up next week.

### MEMBERS PRESENT:

Noelle Short  
Vickie Snide  
Tony Clark  
Eric Hample

### MEMBERS ABSENT:

Brian Penrose

### CONTINUED CAPITAL PROJECT

- Submission to SED should be next week.
- Received an email and sketch from T. Bonaparte-Landscape Architect with various questions. Committee reviewed the layout:
  - Perimeter fencing layout is good.
  - T. Clark would like wood fencing, E. Hample would like chain link. N. Short to ask if there is composite wood fencing.
  - Play Courts – multipurpose and green
  - Pavement repair – sketching is good

### NEXT MEETING:

Date: December 12, 2019  
Time: 9 a.m.  
Location: Room 310 Conference Room

### NEXT AGENDA:

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### ITEMS COMPLETED: