

**GARDNER PUBLIC SCHOOLS**  
70 Waterford Street  
Gardner, MA 01440

Facilities Sub-Committee Meeting  
Tuesday, March 19<sup>th</sup>, 2019  
Convened at Central Conference Room

**Minutes**

Members Present: Mr. Abare (Chair), Mr. Swartz, Mr. LaFreniere  
Members Absent: Mr. LaFreniere

Others Present: Mr. Pellegrino (Superintendent), Mr. Anderson (Facilities Director), Ms. Yu (Business Manager)

Others Absent: None

At 4:02 pm, the meeting was called to order by Mr. Abare at the Central Office conference room.

A motion was made by Mr. Swartz and seconded by Mr. Abare to accept the February 26<sup>th</sup>, 2019 meeting minutes. The motion passed unanimously.

1. Mr. Pellegrino, Mr. Anderson and Ms. Yu gave an update on SJ Services, Inc.

Lunch coverage at Elm Street School continues to be an issue. The remaining fine of \$50K is pending. SJ's payment for January and February is held until future communication with David Shea.

2. Custodial Bid:

Moura's Cleaning was the only company to respond to the invitation.

Five (5) cleaning companies were chosen from State FAC81 Vendor List.

Pre-bid walk through was conducted on 2/20/19.

Bid pending. Ms. Yu will follow up with City Purchasing Director, Ms. Jennifer Dymek.

3. Other Facilities Projects:

Middle School:

Mr. Swartz wanted to know when the parking lot lighting would be repaired.  
Wayne Anderson to install time clock.

High School:

Mr. Abare said members of community expressed concern about the cleanliness of the Bathrooms. Especially, in the Gym Wing.  
Wayne Anderson to discuss with SJ Services, Inc.

Roof Repairs:

Wayne Anderson to get quotes for roof repairs at Helen Mae Sauter School, Prospect Street School, and Middle School lower roof.

4. Snow removal:

Mr. Anderson has been working closely with RN Landscaping to make sure snow removal is under sufficient supervision.

5. Mr. Pellegrino informed the Committee about the decision to close GALT and Central Office buildings in FY20 to save cost and improve efficiency. The Commission agrees that it's a good idea. Extended Day Program currently held at HMS will be moved to Waterford Street School utilizing the gym and cafeteria.  
Please refer to the attached worksheets for the urgent repair list at GALT and C.O.

6. Adjournment

With no further discussion, Mr. Swartz motioned to adjourn the meeting at 4:37pm, seconded by Mr. Abare.

## PROSPECT STREET SCHOOL

Replace steam boiler, condensate tank, piping and controls. Re-use existing gas burner. Existing boiler was installed in 2000.	\$ 150,000
Replace toilets throughout building. Toilets are original to building. Note: Pricing does not include water piping replacement.	\$ 30,000
Miscellaneous roof leaks.	
<b>TOTAL:</b>	<b>\$ 180,000</b>

**CENTRAL OFFICE**

<b>CENTRAL OFFICE</b>	
Replace existing asphalt shingle roof.	\$ 35,000
Significant sill damage at rear of building.	\$ 20,000
Install fire alarm system.	\$ 10,000
Consistent water in crawl space.	
<b>TOTAL:</b>	<b>\$ 65,000</b>