

**Salem Board of Education
Long-Range Educational Planning Subcommittee Meeting
Regular Meeting
Monday, July 17, 2023
Music Room at 6:00 PM**

Present: Tiffany Cunningham (Chair) and LaVan Norwood
Administration: Kim Gadaree, Business Manager
Visitor: Chris Lund, East Lyme Public School (ELPS) Director of Facilities

1. Call to order at 5:55 PM by Tiffany Cunningham.
2. Approval of the meeting minutes for June 6, 2023. LN/TC Unanimous
3. Introduction of Chris Lund, the incoming Facilities Director. Chris reviewed his experience at ELPS and prior with the subcommittee.
4. Strategic Plan Follow-Up: Discussed having an annual check-in on the Strategic Plan in the late spring/early summer. Recommended proceeding with a second reading of the Strategic Plan for the August LREP meeting.
5. Capital Plan and Maintenance Plan Review. Discussed the Capital Plan and the goal of using the Maintenance Plan Review as a guide for the Capital Plan. Discussed the hope of using the Capital Plan more proactively. Shared with Chris Lund the preferred timeline of and adding district needs to the Capital Plan by the early October meeting. Chris felt that the end of October might be more realistic, and he will see what he can do.
6. Energy Project Update: Kim Gadaree said that the contract with RLE has been signed and that the first introductory meeting would happen on July 18, 2023. Chris Lund discussed his experiences with a similar project in East Lyme.
7. Salem School Roof Update: The Building Committee met in the past week and the roof project is ahead of schedule. The dust and vibrations seem to be causing the fire alarms to go off. Chris Lund discussed at the Building Committee meeting that blowing air through the alarms was a standard annual process to clean the alarms which would be done after the reroofing is completed.
8. Salem School Roof Drainage Update: The drains of the roof on the elementary school wing appear to be draining into the septic system. Chris is looking into the situation. The drains of the middle school do not appear to be involved. The resulting back up on the ground floor near the gym and recent damage to the gym floor was discussed.
9. Other: Tiffany inquired about Chris' experience with the Solar Panels on the roof at ELPS, and whether or not it had been a positive experience for ELPS. Chris Lund expressed that it had been a mixed experience. The committee discussed pros and cons of roof installation of solar panels.
10. Next Regular Meeting Date: August 14, 2023 at 5:00 pm
11. Adjourn at 6:50 PM LN/TC Unanimous