

**Salem Board of Education
Long-Range Educational Planning Subcommittee Meeting
Regular Meeting
Monday, September 9, 2024
Media Center
5:00 p.m.**

Present: Tiffany Cunningham (Chair), Eric Trotter
Administration: Kim Gadaree, Business Manager (left 5:45 pm) and Chris Lund, Director of Facilities (left 5:45 pm)

1. Call to order at 5:05 pm by Tiffany Cunningham.
2. Approval of the meeting Minutes for May 6, 2024. ET/TC Unanimous
3. Salem School Roof Update: Chris Lund reported that the HVAC units have been installed and are working successfully without issues. On Thursday, Sept 5, 2024, there was a final roof walk-through by the architectural firm and the lead contractor from Offshore. Pending a successful report, the project is completed.
4. Capital Plan Update: Chris Lund discussed the industry standard of using 3% of the Plant Replacement Value (PRV) as a guideline for funding. The subcommittee agreed that Chris should use this figure as a guideline. Chris reported that 2% of this comes from an industry guideline that buildings and the systems in place have a 50-year life cycle, and with that lifecycle, it is recommended that 2% of the systems need to be replaced yearly to keep the facilities up to date.

The subcommittee reviewed the BOE line items included for the 2024-2025 school year. The fire alarm upgrade has funding available for the bulk of the fire alarm upgrade project but will require bringing the gymnasium up to code which requires additional funding (\$40,000.) The district has asked for a provision to allow the gymnasium portion to be completed in the summer because the gym will need to be out of service for that time. In addition, the BOF will need to approve the additional funding necessary.

The alarms systems are functioning. Two detectors were found over the summer that are in locations that are difficult to access. According to Chris Lund, these detectors are not needed for the safety of the school and are functioning properly.

Other projects for 2024-2025 are in process: replacement of the 1994 boilers, replacement of the gymnasium wall padding, new stage curtains for the gym stage, and repair of the uneven concrete walking areas.

Chris Lund also reviewed some of the projects on the Capital Plan for the 2025-2026 school year: MPR floor replacement, an indoor air quality inspection, a full-building duct cleaning, insulating various HVAC locations for areas where no insulation exists (The missing insulation contributes to condensation, ceiling dripping and mold issues as well as wasting the cooling energy.)

The Front Parking/Paving/Landscaping line item was discussed in detail. The asphalt is at the end of its life expectancy and will need to be redone soon. Before paving, it makes fiscal sense to

review whether security and landscaping upgrades be made at the same time. The subcommittee asked Chris whether plans-of-concept could be drawn up to help the BOE and the BOF determine whether a major front parking area project (\$420,000) be done at the time of paving, especially considering that the asphalt needs to be repaved imminently.

5. Other: Eric Trotter discussed a project in the East Haddam school system which connects clocks to safety communication and suggested that the Salem School consider a similar project. The subcommittee discussed the possibility of having Eastern DataComm present at Salem School.
<https://easterndatacomm.com/solutions/paging-bells-and-clocks/>

6. Next Regular Meeting Date: October 7, 2024 at 5:00 pm

7. Adjourn at 6:20 pm. ET/TC Unanimous