

GARDNER PUBLIC SCHOOLS
70 Waterford Street
Gardner, MA 01440

Facilities Sub-Committee Meeting
Tuesday, June 18th, 2019
Convened at Central Conference Room

Minutes

Members Present: Mr. Abare (Chair), Mr. Swartz, Mr. LaFreniere
Members Absent: None

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

Others Absent: None

At 4:00 pm, the meeting was called to order by Mr. Abare at the Central Office conference room.

A motion was made by Mr. LaFreniere and seconded by Mr. Swartz to accept the May 21st meeting minutes. The motion passed unanimously.

1. Mr. Pellegrino, Mr. Anderson and Ms. Yu gave an update on Moura's Cleaning Services.

On June 30th, SJ Services will end the contract with GPS, and GPS will welcome Moura's Cleaning to service the district. Mr. Anderson and Ms. Yu will work with Moura's on a detailed summer cleaning plan for all school buildings. Mr. Anderson is collecting the summer facilities use information from Principals and secretaries so that he can plan the cleaning schedule with Moura's.

2. Health Department audit was completed in early June. There are a long list of items that need to be either fixed or replaced. Mr. Anderson and his team will work on these items based on urgency during the summer months. A work order system with daily log is recommended by Mr. Pellegrino for the new fiscal year.
3. Mr. Anderson has started contacting contractors for quotes on work at HMS. The preparation of move for GALT to HMS from prospect Street will be one of the major summer projects. The renovation has to be completed before fall semester starts.
4. The facilities sub-committee had a discussion on facilities use, especially the use of the new Watkins field. A meeting was scheduled on July 29th at 10am to discuss on the facilities use policy and new rental rates. The sub-committee will invite the Athletics Director, Mr. Dan Forte to the meeting in July.

5. Mr. Abare suggested having the September meeting at the High School so that they can visit the Watkins field, check the status of maintenance project and cleaning services at both MS and HS. The FY20 meeting dates will be decided at the July 29th meeting.
6. Adjournment
With no further discussion, Mr. LaFreniere motioned to adjourn the meeting at 4:57pm, seconded by Mr. Swartz.