

Jeffrey Whitmore made a motion to approve the minutes from Facilities Committee Meeting on 03-13-25.

Stephanie Callahan seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Facilities

A. Capital Plan

Krissy Sgambellone updated the committee on several ongoing capital projects. She and the IT team have a meeting scheduled with Algo regarding the PA system, which is estimated to cost between \$140K and \$170K, not including the cost of cabling. The team is also exploring whether existing cables can be repurposed to reduce overall expenses.

In terms of technology, three smartboards are at the end of their life and need to be replaced, with each costing approximately \$6,000. Additionally, two mobile units that can be moved between classrooms are being considered, at around \$7,800 each.

For door replacements and access, the committee discussed whether to keep the Albright and Gym doors on the replacement list. A key fob system for the gym, estimated at \$6,000, would improve controlled access for external coaches and staff. While not an urgent replacement, it's a safety consideration due to the gym door's glass components. A key fob has already been installed at Albright. The school is also on a preventive maintenance schedule with Hayden, which includes monthly check-ins to address issues like sticking or improperly closing doors. There are still four doors in Building 3 that need replacing, including the interior vestibule doors at the main entrance, the door at the handicap ramp (Door 5), and loading dock doors. The team is considering whether some of the current doors could be augmented instead of fully replaced.

Security camera upgrades were discussed, including a pilot of a new camera model at the front desk. Each camera costs about \$200 annually for cloud storage, and there are currently 72 in use. The maximum data storage timeframe is one year, and the team is reviewing a replacement timeline.

The committee also discussed proposed legislation that would require panic buttons in every classroom. The new PA system vendors have the capability to include this feature, which could be integrated during the upgrade.

Several short-term facilities projects were also noted. In the lunch kitchen, the countertops around the sinks need replacement, and the cabinets may also be updated. Two student bathrooms near the main office need new sink countertops, which could be replaced using more sustainable materials. Bathroom stall partitions are also under consideration. Additionally, the team discussed creating an office in the Albright building to provide space for security or supervisory staff. Mark will assess whether there are any facilities considerations for housing a more permanent presence in that space. There was

also mention of exploring a connection to the Operations Annex and using additional space tied to the Registry of Deeds.

As a next step, Krissy will prepare a detailed proposal and cost estimate for the remaining door replacements.

B. Trustee Recruitment

The committee will continue to think of prospective trustees.

C. Sustainability Initiatives

The committee did not discuss sustainability measures at the April meeting.

III. Other Business

A. Long-Term Facilities Plan

There were no updates related to long term facilities planning.

B. 2025 REACH for College Gala

Fallon Burke reminded the committee that the REACH for College Gala is on May 9, 2025.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:11 AM.

Respectfully Submitted,
Fallon Burke