

Building and Grounds Committee  
Minutes of meeting 12/7/16 12pm

In attendance: Todd Machnik, Jeff Ridgway, Fred Nygard, Chris Coyle, Jim Lewis, Sally Aubrey, Holly Sundmacker

Absent: Bruce Goldstein, Jane Davison

The meeting was called to order at 12:10 PM by Holly.

Review of outstanding business items:

-Parking lot expansion: Jeff will reach out again to Tom Metcalf (surveyor) who met with Jeff last fall to discuss the feasibility of expanding the current volunteer parking lot. It is understood that this project will involve filling in the existing culvert, requiring a large amount of material to do so. Once we have answers from Tom Metcalf, we can finalize the scope of this project and make recommendations for moving forward.

*Note: Since the meeting, Rich Chumowski (sp?) from the Inland Wetlands Commission came and marked the wetlands boundary. Surveying can proceed with this information in place.*

-Construction of an additional residence on the property: B&G will proceed with researching feasibility of building another house on the residential lot bordering our driveway. Tom Metcalf will also be asked to assist with this.

-16-17 Capital projects approved by the BOT

- Water treatment system – Water treatment system is installed and working well!
- Carpet replacement – New carpet installation is scheduled for the weeks around the Christmas and New Year's holidays. The product has been selected and the work will be performed by Cluff Carpet One.
- Bathroom fixtures upgrades and painting – Holly to follow up with Niantic plumbing (Jack) regarding their recommendations for fixtures to replace the existing toilets, sinks and faucets in all three restrooms. IT was suggested to look into sinks that turn on and off via sensor.
- Replacement of #4 large sliding doors on barn and arena – Will be completed in spring around program schedule.
- Snow plow for tractor – installed and ready to go!
- Tree work (trails, perimeter wood line, front field wood line, front of caretaker's cottage) – completed.
- Installation of sidewalk outside classroom – pending contractor's availability.

-16-17 Capital improvements approved for operating budget (do not meet capitalization minimum of \$2,500)

- Paint lines in parking lot – completed, donated by East Coat Pavement Services
- Electric fence replacement – Fred and Holly to plan installation for spring
- Interior facility painting – The program office will be painted just prior to new carpet installation later this month.
- Grading of indoor arena footing – completed.

New business brought for discussion:

-The development office has secured a grant award (\$6000) that is slated to specifically fund trail improvements. Some examples of appropriate expenditures of these monies includes material to improve mud or areas where tree roots are projecting into the trail, materials to upgrade or replace activity stations, building new activity stations, etc.

-Review of the most current capital expenditures timeline was completed. There are some items that we need budget numbers for – members are asked to assist with gathering this info for inclusion in the budgeting.

- ✓ Dates for 2017 B&G committee meetings are:
  - **Wednesday April 5, 2017 12pm**
  - **Wednesday August 2, 2017 12pm**
  - **Wednesday December 6, 2017 12pm**

Meeting was adjourned at 1:00pm.

Respectfully submitted,

Holly Sundmacker

Minutes were approved electronically by consent vote on 12/14/16.