

# GARDNER PUBLIC SCHOOLS

70 Waterford Street  
Gardner, MA 01440

Facilities Sub-Committee Meeting  
Tuesday, May 21<sup>st</sup>, 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. Swartz and seconded by Mr. LaFreniere to accept the April 23<sup>rd</sup> meeting minutes. The motion passed unanimously.

1. Mr. Pellegrino, Mr. Anderson and Ms. Yu gave an update on Moura's Cleaning Services.  
Dave Moura, Junior Cabral, Tiago Gimenes interviewed the candidates on May 13<sup>th</sup> and 14<sup>th</sup>.  
Current SJ Services, Inc. employees will start at current pay level.  
There will be a 90 day trial period.
- 1) On 5/13/19 they interviewed SJ Services, Inc. current High School and Middle School employees. We toured the High School and Middle School.
- 2) On 5/14/19 they interviewed SJ Services, Inc. current Elm Street School, Helen Mae Sauter School, Central Office, and Waterford Street School employees. We toured Elm Street School, Helen Mae Sauter School, and Waterford Street School.
- 3) Dave Moura expressed the following concerns:
  - a. High School: Striping and waxing this summer. An excessive amount of wax is on the floor.
  - b. Middle School: Condition of the green slate in the entry. I asked him to provide us with a separate quote. Need to confirm rubber steps are included in contract.
  - c. Waterford Street School: Dave Moura believes odor issue is caused by old wax and striper on walls. As well as damp mops.
- 4) Dave Moura recommended changing all toilet paper and soap dispensers throughout the district.

- 5) Gardner Public School to assist Moura's Cleaning Service, Inc. with cleaning product dispensers in each mop closet. Gardner Public Schools needs to confirm back flow requirements and testing with Water Department.
- 6) Gardner Public Schools to make needed repairs as needed in each Mop Closet throughout the district.
  - a. High School – Gym Wing: Snake caught in mop sink drain.
  - b. Middle School – UA Hallway: Replace broken mop sink.
  - c. Waterford Street School – Multiple mop sinks drain issues.
  - d. Helen Mae Sauter School – Basement mop sink drain issue.
- 7) Gardner Public Schools to confirm who is supplying trash bags.
- 8) Prospect Street School is scheduled to close on the last day of school (June 18<sup>th</sup>).
  - a. FY 20 Budget: \$2,599.84
- 9) Gardner Public Schools to provide fixture counts for each building throughout the district.
- 10) Current plan is to clean one school at a time.  
Details and schedule in process.

## 2. Other Facilities Projects:

- 1) Watkins Field:
  - a. Turf is complete.
  - b. Track surface installation is scheduled for June.
  - c. Press box and lift installation is scheduled for July.
  - d. Concessions and Bathroom Building – Tentative Completion Date: October 1, 2019.

### Open Items:

Flag Pole – Class Gift possibly

Score Board – Fidelity Bank

Wayne Anderson to email revised quote to the Superintendent.

PA System.

- 2) Middle School – Calm Down Room:  
Temporarily repaired wall.  
Planning to install 2” padding during Summer Break.  
Note:  
Need to review Calm Down Rooms at Elm Street School and Waterford Street School.
- 3) Middle School:  
DPW is in the process of moving the two (2) storage containers from Watkins Field to an area by the retention pond.  
The Conservation Agent is reviewing placing salt storage in same area.  
Salt Storage will need concrete floor, precast concrete walls, and cover.
- 4) Middle School:
- 5) Lower roof repairs.  
Tremco to provide pricing by: 5/24/19

- 6) Temporary Summer Help:  
The City HR Department has posted a 40 hour per week position.  
We will post internally.  
Pay rate until 6/30/19: \$12.00 per hour.  
Pay rate after 7/01/19: \$12.50 per hour.  
If they return they will receive a raise based as prescribed by City Charter.  
I am waiting for a return call from Walt Dubzinski.
3. Mr. Pellegrino and Mr. Anderson updated the Committee on the move of GALT and Central Office to HMS.
  - 1) 5 College Movers will provide moving services for Prospect Street School and Central Office. Bids were solicited from the State Contract list.  
Cost: \$20,320.00  
Other bidders:  
ABC Movers  
Issac's Moving
  - 2) Royal Steam to provide HVAC pricing.
  - 3) I met with National Grid on 5/20/19 to review incentives.  
Lighting  
VFD on motors over 1 HP.

**Miscellaneous:**

- 1) Mr. Abare asked about a large pile of trash bags by the Tennis Courts at the High School.  
The 8<sup>th</sup> Grade Students in the Passion Program picked up trash around the High School and Middle School.  
Trash was put into the dumpster.  
Television and mattress spring were recycled.
- 2) Mr. Abare requested a press release at the beginning of school regarding the new cleaning company. Also, mention recycling program at the Middle School started by custodian Walter Davis.
4. The Sub Committee reviewed the surplus list provided by Mr. Bob O'Keefe, and they voted to bring this to School Committee to vote on June 10<sup>th</sup>. The motioned was moved by Mr. Swartz and seconded by Mr. LaFreniere.
5. Adjournment  
With no further discussion, Mr. LaFreniere motioned to adjourn the meeting at 4:52pm, seconded by Mr. Swartz.