

**LEBANON BOARD OF EDUCATION  
PHYSICAL PLANT/FACILITIES SUBCOMMITTEE  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
MAY 9, 2017 – SPECIAL MEETING 7:00 P.M.**

**MINUTES**

**ATTENDANCE:**

**PRESENT:** James Mello, Chair  
Sandra Tremblay  
Jason Nowosad  
Keith Wentworth

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, Kevin French, Director of Facilities,  
Al Vertefeuille, Genevieve Nowosad, Librarian LMHS

1. James Mello, Chair called the meeting to order at 7:02 p.m.
2. Recommend bid for furniture for Lyman Memorial Library  
K. French reported that two bids for the furniture were received which were rebids. Insalco Corporation bid \$58,229.02 and Bartholomew Company bid \$68,374.00. A. Vertefeuille noted that there was a request in Capital for \$100,000.00 for purchase for next year. The furniture will be purchased from the operating budget this year. G. Nowosad displayed a diagram of where the furniture would be in the Lyman Library. The furniture would be used for new book displays and chairs. K. Wentworth suggested keeping the purchase to \$50,000.00. J. Nowosad also suggested getting the purchase price down to \$50,000.00. J. Nowosad using the current low bidder and seeing what could be purchased for \$50,000.00. S. Tremblay noted that the furniture is 23 years old and we have an opportunity to purchase and to buy the items needed this year. J. Mello will bring to full Board this evening.
3. Recommend bid for painting at Lyman Memorial  
K. French has called references for the low bidder. K. French described the project and what would be painted. K. Wentworth questioned how the contractor would be paid. Superintendent Angeli reported that they would be paid in full at the end of the project. K. French noted that Ferraro's had great references. J. Nowosad is uncomfortable with low bidder and suggested to go back out to bid and determine why the difference in bids. The project would take three weeks. K. French noted that this project is a very detailed spec. Commercial finishes would be used. Sherwin Williams paint would be used. May get one bid lower if go out to bid again. K. French explained the difference in surfaces that will be painted. The consensus was to rebid the project. This will be on the agenda for June.
4. Recommend bid for traffic island at Lebanon Elementary School  
K. French reported that one bid was received from Pond View Excavating & Trucking for \$50,875.50. Two bidders walked through the project. The islands would be reconfigured and paving would be done at the entry and exit. Last year there was a bid for \$45,000.00 for paving only. Superintendent Angeli noted that last year the safety of the islands were a concern. K. Wentworth suggested tabling the bid or re bid. One bid is not good. The project was advertised on the District Web Site and the Norwich Bulletin. J. Nowosad noted it is hard to get bids. It was noted that there were three bids last year, and the difference is only \$5,000.00.

5. Recommend bid for turf and landscape contract  
K. French noted there were five contractors who did a walk through. Four bids were received. The current contractor did not bid. The bids have alternate prices for a second cutting which is done on a per call bases. Low bidder will be recommended to the full Board.
  
6. Recommend bid for facilities/maintenance services contract  
K. French recused himself from discussion of this item. One bid was received from EMCOR. There were other inquiries. This bid is for management services only. K. Wentworth asked if there were bids to take over maintenance and janitorial services. Superintendent Angeli noted there would be labor concerns if that was totally outsourced. Bids were asked for one year with two annual renewals. J. Nowosad noted one bid is not enough. Other options should be explored which might require counsel from Board attorney. This is an important contract. Options may need to be investigated in executive session. It was noted that the current contract runs out June 30, 2017. The current bid is flat funded with no increase for the first year. S. Tremblay suggested the contract be renewed for one year so options could be investigated. K. Wentworth questioned if this contract could be month to month. Superintendent Angeli did not know if they would do a month to month contract, and is usually more expensive that way. As example, he noted the athletic trainer was more expensive when it was month to month.
  
7. Adjournment  
Motion to adjourn made by S. Tremblay. Motion was seconded by J. Nowosad. Meeting adjourned at 7:34.

Submitted by,

Kathleen E. Chapman

Board Clerk