

**Salem Public Schools
Salem School Committee
BUILDING & GROUNDS SUBCOMMITTEE
Meeting Minutes
October 16, 2023**

On October 16, 2023 the Building & Grounds Subcommittee held its regular meeting using a hybrid model, connecting via the Zoom on-line meeting platform and convening in-person.

Members In Attendance: Ms. Mary Manning

Members in Attendance Virtually: Ms. Veronica Miranda and Mr. Manny Cruz

Others in Attendance: Superintendent Dr. Stephen Zrike, Ms. Elizabeth Pauley, Mr. Zissis Alepakis, and Ms. Elizabeth Golden, Mr. Richard Stafford, and Mr. Neal Duffy

Call of Meeting to Order

Ms. Miranda called the meeting to order at 5:34pm.

Ms. Manning makes a request to discuss conditions of the track with Mr. Richard Stafford first.

Ms. Miranda agrees to take this agenda item out of order. Ms. Miranda states that Mr. Cruz arrives virtually to the meeting at 5:40pm.

Mr. Stafford would like to highly suggest resurfacing the track field as it will be much more affordable to do so now rather than waiting. If you wait until another winter in our area, the track may have to be completely redone instead of only resurfacing. Mr. Stafford also notes to be aware of the growing trees on the Salem hospital side of the track as this can cause a moss build up on the track as well.

Mr. Alepakis notes we already have maintenance scheduled for the track in Spring 2024.

Mr. Stafford is recommending that the track be inspected for maintenance before the first snowfall.

Mr. Alepakis notes the updates on the heating, ventilation, and air conditioning updates. As a reminder, Mr. Alepakis gives a breakdown of what exactly is HVAC. Heating, which begins in October, controls the boilers, controls, roofs, and generators. Ventilation: air flow consisting of changing air filters and servicing exhaust fans. Air conditioning, cooling ending in September, consisting of the chillers and compressors. Currently there are 12 chillers in the district ranging from 4-23 years old. Recommended life span for a chiller is 15-20 years. There is one chiller at Bates, Carlton, Horace Mann, Salem High, and Witchcraft. Saltonstall has three chillers and Collins has four chillers. Bentley does not have a chiller.

Mr. Alepakis further explains the four main components of a chiller and how they run noting the expansion valve, condenser and heat exchanger, compressor, and evaporator. The chiller conditions and ratings from a 2018 assessment to present day are as follows:

Collins has failed due to the blown coils in the chiller. Carlon is poor due to a lost connection to the chiller from the front end computer. Bates and Horace Mann chillers rated as fair. Salem High School and Saltonstall rated as good and Witchcraft cooler rated as excellent.

The plan for Spring 2024 for addressing issues and fixing repairs are as follows:

all chillers need leak checks to see if refrigerant is needed, coil cleaning and inspections for compressors on chillers at Salem High and HMLS; all others will be checked, 3 out of 4 chillers at Collins have blown coils, and Carlton chiller must be turned on/off manually due to failed controls.

Mr. Alepakis next agenda item pertaining to roofs. Salem Public Schools have approximately 543,000 sq ft of roof and roof styles vary across the buildings. Roof repair and replacements have been a part of the Salem Public Schools capital request to the city; in 2023 the request included funds for Bates, HMLS, Carlton, WHES, and Saltonstall. In the Summer of 2022, 9,500 sf of wet and/or damaged/delaminated underlying rigid board roof insulation was removed and replaced at Collins Middle School. The cost was \$282k and this was a major Capital Improvement Project for FY23. The building services department performs monthly walkthroughs on all roofs to clear roof drains of debris, remove any debris, and ensure equipment is secure. The schools with solar roofs are Bentley, Witchcraft, Saltonstall and Collins.

Mr. Alepakis also notes the heating preparations for winter 2023-2024. Over the next couple weeks, the Facilities team will be preparing to switch Salem Public Schools buildings from cooling to heating. As part of the switch over, each boiler system is tested to ensure that it is in working order, and to elevate any repairs that are needed before the cold months arrive. Senior custodians will perform equipment checks to flag anything that will need to be repaired and outside contractors will perform technical maintenance and repairs. By the end of October, a boiler and an HVAC company will have inspected all HVAC items, and our controls contract will be underway and ensuring that the controls are being monitored. Once we switch from cooling to heating, we will be able to identify any other issues that arise. Longer term, we are working on a mechanical contract to better service all facilities.

Mr. Cruz asks Ms. Pauley if there is currently any federal funding to assist in the modernization of school buildings that we can apply for?

Ms. Pauley notes she does not know of specific opportunities but like Mr. Cruz is aware of what might be available in the near future for funding that we may be eligible for.

Ms. Manning makes a request to have the September 18th Building and Grounds meeting minutes revised before approving.

Mr. Cruz notes the updates on hiring/open positions in regards to Building & Grounds will need to be discussed at a future meeting due to technical difficulties.

Ms. Miranda makes a motion to adjourn and Ms. Manning seconded. A roll call vote is taken.

Ms. Manning	Yes
Mr. Cruz	Yes
Ms. Miranda	Yes
Motion carries	3-0

Meeting adjourned at 6:35pm

Respectfully submitted by,

Krista Perry

Executive Assistant to the School Committee and Superintendent