This meeting was held at Broken Ground School and was open to the public. Due to its onsite nature, this meeting was not taped or televised.

The meeting began at 5:30 p.m. in front of the building. Mr. Cashman noted that the agenda was an overview of Broken Ground School and its general building data, including the 10-year Capital Improvements Plan, followed by a tour of the interior of Broken Ground. Jim Richards noted the design and layout of the area where buses and parents drop off/pick up students. Members agreed that the layout was well designed and inquired about the functionality of design and safety. Mr. Richards also mentioned issues still at hand with some of the other schools, and poor traffic designs involving student pick up/drop off areas. Mr. Cashman is involved with the “Safe Routes to School” project; the group is working toward resolution of these issues. Once inside the school, Mr. Cashman presented packets that included information about the school, anticipated costs of the summer projects, aerial map and layout of the building.

**Broken Ground School Building Data:**

A. **General Data**

- Constructed in 1973
- Grades 3-5, formally grades 4-6
- In 1988 a new wing containing 8 classrooms, 2 gang bathrooms, lockers and a common space in the middle of the wing was constructed
- Total of 30 classrooms and 23 special rooms such as art room, gym, music, kitchen
- In 2011, three new natural gas boilers replaced 2 aging boilers and provide heat to BGS and MBS
- Building construction: steel frame, slab on grade, concrete masonry unit split block design
• 64,000 sq. feet on 37.7 acres of shared land with MBS
• In 2012, a fire separation wall was installed, making BGS and MBS completely stand-alone structures

B. Recent Improvements
• Boiler plant, 2011
• Site work, 2011; driveway, bus loop and parent pick up and drop off area
• Gym floor replaced, 2005
• Carpets replaced in 4th and 5th grade areas, 2013
• Cafeteria floor replaced, 2011
• Lockers: phase 1 in 2010 and phase 2 in 2013
• Replaced exterior doors, 2012

C. Future Considerations - Capital Improvement Plan
• 12 HVAC units – a phased replacement plan OR if bonded, possibly a total replacement of HVAC with upgraded air handling, including dehumidified air systems. $554,000 replacement cost (roughly), planned at 2 units per year.
• Ballast roof: 1988 addition, estimated $150,000
• Window replacement, $165,000
• Continued flooring replacements; $50,000 for hallways, 3rd grade wing, media center, conference rooms and main office
• Outside fascia board paint or replace, $25,000
• Interior classroom door upgrades $30,000. Switching lock mechanisms from outside to inside the doors

As the group reviewed the above information, Mr. Cashman mentioned that when the gym floor was replaced mercury was discovered, which is encapsulated. HVAC questions and concerns were discussed, including the age of the existing units, other options for addressing the issues, whether an engineering study should be done for options resembling the newer schools. Mr. Cashman recommended hiring an engineer to perform an HVAC study prior to any decisions.

While touring the school, Mr. Cashman pointed out the hallways that will need new tile in the near future, and explained that the cost would increase due to asbestos and the need for abatement.

Respectfully submitted,

Rusty Cofrin, Chair
Matt Cashman, recorder