

**BRISTOL BOARD OF EDUCATION  
SPECIAL OPERATIONS COMMITTEE MEETING MINUTES  
WEDNESDAY, FEBRUARY 10, 2021**

The Operations Committee met on Wednesday, February 10, 2021 via ZOOM online meeting platform

Present: Committee Chair Eric Carlson, Karen Vibert, and Chris Wilson

Also Present: Jill Browne, Timothy Callahan, Dr. Catherine Carbone, Mike Dietter, Jen Dube, Kristin Giantonio, Peter Fusco,

**1. CALL TO ORDER**

The meeting was called to order at 6:00 pm by Chair Carlson

Pledge of Allegiance

The meeting norms were reviewed.

**2. CAPITAL IMPROVEMENT PLAN**

***On a motion by Commissioner Wilson and seconded by Commissioner Vibert, it was unanimously voted to approve the recommended 10-year Capital Improvement Plan commencing in the 2021-2022 fiscal year and to forward the 10-year Capital Improvement Plan to the full Board of Education for approval.***

Peter Fusco reviewed the 2021-2022 proposed Capital Improvement Plan.

- Underground storage tanks at Chippens Hill Middle School; 1 oil tank, 1 diesel tank – These are compliance projects
- Schematic design for the Northeast Middle School building project - to help get a better understanding of the depth of that project.
- A mechanical unit in the all-purpose room at SSS - This is at the request of the building committee and was not included in the original scope of the HVAC upgrade project that is finishing up.
- Edgewood Roof Replacement – The warranty on the roof was 20 years and this roof was installed in 1987. The repairs to this roof are all out of pocket. This project would include all the unit ventilators as well as the office air conditioning unit with an economizer.

Commissioner Wilson asked if the Board would be seeking state grant reimbursement for the oil tanks.

- Peter Fusco said yes, we will seek reimbursement

Commissioner Carlson asked if the Board would be seeking state grant reimbursement for the roof project.

- Timothy Callahan said yes, we will seek reimbursement.

**3. ADJOURNMENT**

There being no other business to come before the committee. The meeting was adjourned at 6:06 p.m.

Respectfully Submitted,

Tara Landon

APPROVED