

**Facilities Sub-Committee Meeting**  
**REGULAR MEETING**  
**Griswold Board of Education**  
**Griswold Middle School**  
**Library Media Center—2<sup>nd</sup> Floor**  
**211 Slater Avenue**  
**Griswold, Connecticut 06351**

**THURSDAY,**  
**March 28th, 2024**  
**5:15 PM**

---

## **AGENDA**

1. Call to Order
2. Approval of Facilities Subcommittee Minutes—January 25<sup>th</sup>, 2024
3. Update on Preventative Maintenance
4. Update on Lighting Retro-Fit at GHS
5. Update TVCCA Playground Installation
6. Update on Roof Top Unit at Griswold Middle School
7. Review, Discussion, and Possible Action on “Library Case” at Griswold Elementary School
8. Update on Scorer’s Table at Griswold High School
9. Other Business that May Properly Come Before the Committee
10. Adjourn

**FACILITIES SUB-COMMITTEE MEETING  
GRISWOLD BOARD OF EDUCATION**

**THURSDAY,  
January 25th, 2024**

**DRAFT**

1. A regular meeting of the Facilities subcommittee took place on Thursday, January 25<sup>th</sup>, 2024, at Griswold Middle School in the Library Media Center, located on the second floor, 211 Slater Avenue, Griswold, Connecticut. The meeting was called to order at 5:15 PM by Sean McKenna, GPS Superintendent of Schools.

**PRESENT** Martin Osga and Mary Beth Malin, Griswold Facilities Subcommittee Members.

**ALSO PRESENT** Sean McKenna, GPS Superintendent of Schools; Christopher Champlin, GPS Director of Student Services; Deb Martin, Director of Fiscal & Personnel Services; and Thomas Verville, GPS Facilities Director.

**ABSENT** Stuart Norman, Jr., Facilities Subcommittee Member.

2. Call for Nominations for the Chair of the Facilities Subcommittee – Mary Beth Malin nominated Martin Osga as Chair of the Policy subcommittee.

**MOTION** By Mary Beth Malin  
Seconded by Martin Osga  
To nominate Martin Osga as Chair of the Facilities Subcommittee.  
Ayes – Mary Beth Malin, Martin Osga  
Nays –  
Abstain –  
Motion carried.

At this time, Martin Osga took over the meeting as the new Chair.

3. Approval of the Facilities Subcommittee Minutes - November 30<sup>th</sup>, 2023

**MOTION** By Mary Beth Malin  
Seconded by Martin Osga  
To approve the November 30<sup>th</sup>, 2023, Facilities subcommittee minutes, as presented.  
Motion unanimously carried.

4. Update on Preventative Maintenance for School Year, 2023-2024 – Tom Verville, Director of Facilities – Tom Verville provided an update to the Facilities subcommittee on fall maintenance items that were addressed.
5. Review and Discussion on Maintenance Checklists – The Facilities Subcommittee reviewed the Buildings & Grounds maintenance checklist and how the maintenance department has worked with NESC on some of the items on the list.

6. Review, Discussion, and Possible Action on Renaming the Alternative School Program– The Facilities subcommittee discussed and approved the renaming of the Griswold Alternative Program.

**MOTION**

By Mary Beth Malin

Seconded by Martin Osga

To rename the Griswold Alternative School to the Griswold Soule Street Academy and forward to the full Board for review, discussion, and action.

Motion unanimously carried.

7. Review and Discussion on Scorer’s Table at indoor Athletic Events – The Facilities Subcommittee reviewed the proposal for a new Scorer’s table with Sean McKenna and the committee would like to take more time to think about this.

8. Other Business That May Properly Come Before the Committee – Christopher Champlin and Tom Verville provided an update to the Facilities subcommittee on the Griswold Soule Street Academy.

9. Adjourn

**MOTION**

By Martin Osga

Seconded by Mary Beth Malin

To adjourn the Facilities subcommittee meeting at 5:41 PM.

Motion unanimously carried.

Minutes prepared by: Sean McKenna/Robin Drobiak