

Hampton Board of Education
Hampton, CT 06247
Physical Plant and Operations Committee Meeting
Monday, August 29, 2011
Hampton Elementary School Conference Room

1. Call to Order

Chair Doug Stewart called the meeting to order at 4:44 pm.

Committee members in attendance: Rose Bisson, Doug Stewart,
Superintendent/Principal Marsha Willhoit

2. **Audience for Staff and Citizens** – Kate Donnelly asked that school not be opened until roads are cleared and power restored.

Items added to agenda:

4a. Plan for re-opening school

4b. School preparedness for hurricane

3. The superintendent notified the committee about summer work that was completed, including tiling two classrooms, installing the stage wall, and construction of a new roof. Routine summer maintenance included painting, cleaning, and floor refinishing.

4. **The committee discussed the update to the Five Year Plan: classrooms 308 and 309 were tiled, a new operable stage wall was installed, the roof replacement is nearly completed, and routine summer maintenance was done. Additions to the Five Year Plan include replacing the doors to the tractor room and maintenance on the sunroom.**

4a. The committee discussed a plan for opening the school. The superintendent decided it would be safest to open Tuesday, September 6th at the earliest after consideration of discussion by the committee and in light of road closures, clean up from construction at the school, and power outages.

4b. The PPO Committee discussed preparedness for storms: putting away items that could pose a hazard in the wind, checking the propane level, checking that the generator runs, and making sure that town officials have keys to the school. Responsibility for the generator belongs to the town.

Future Agenda Planning

Items to be included on the agenda for the next meeting include a request from the cafeteria manager for a heated holding cabinet.

The meeting adjourned at 5:32.

Respectfully submitted,

Marsha Willhoit

