**TOWN OF GRANBY**

**SCHOOL PROJECTS BUILDING COMMITTEE**

**SPECIAL MEETING**

**NOVEMBER 6, 2024**

**MINUTES**

**PRESENT:** Toby Proctor, Bill Kennedy and Mark Migliaccio

**ALSO PRESENT:** Nicole Stevenson, BOE Business Manager

Chairman Proctor confirmed a quorum and called the meeting to order at 5:03p.m.

**Public Comment:** None.

**Review Agenda:** No changes were made.

**Approval of Minutes**

On a MOTION by M. Migliaccio, seconded by T. Proctor, the Committee voted 2-0-1 to approve the Minutes of September 25, 2024. B. Kennedy abstained.

**Business**

1. Update on the Middle School Boiler Project

Town Manager Walsh shared information with Chairman Proctor who reported this project continues to move ahead. There were some panels damaged and this issue is being addressed. The final check is being held pending total completion of the few items left to address. This project does not qualify for any State reimbursement.

1. Update on Final Account Reconciliation – Nicole Stevenson

Chairman Proctor stated a reconciliation of the funds has been provided to him and he is reviewing it in an effort to understand all of it. It was again noted that the all the original proposed projects were unable to be completed due to lack of available funding. Projects were prioritized and done as they could be.

Regarding the high school roof project, at the September 25th meeting it was noted the BOE had final project numbers and they were moving ahead to submit the paperwork to the State for reimbursement. This was addressed at the September 4th BOE meeting. This Committee recognizes this project as completed. There are no outstanding payments to be made. The Committee accepts the closure of the high school roof project.

1. Report on Progress Regarding Best Practices Report out to Board of Selectmen

The Committee expects to create a report for the BOS reviewing the overall experience of their work these past five years. It will note the highs and lows of the process and provide suggestions for future committees as helpful hints of how to handle certain situations. Chairman Proctor asked the members to brainstorm ideas to include in this report. These ideas will be put together in a draft at the December meeting.

**Next Meeting Date**

The next meeting will be December 18, 2024 at 5:30 p.m. This will be an in-person meeting for the Committee members only. They will be working on the report for the BOS.

**Adjournment**

On a MOTION by B. Kennedy, seconded by M. Migliaccio, the committee voted unanimously (3-0-0) to adjourn the meeting at 6:08 p.m.

Respectfully submitted,

Susan Christian

Recording Secretary