

**East Lyme Board of Education - East Lyme, Connecticut  
Finance, Facilities, and Operations (FFO) Committee  
Meeting Minutes**

**MEETING DATE:** Monday, November 23, 2015

**LOCATION:** Room B100, East Lyme High School

**ATTENDEES:** Al Littlefield (Co-Chair), Pam Rowe (Co-Chair), Tim Hagen (Board Chair), Jill Carini, Barbara Senges, Jeffrey Newton (Superintendent), Donna Gittleman (Interim Assistant Superintendent for Special Education and Pupil Personnel), Maria Whalen (Director of Business and Facilities), Mike Susi (East Lyme High School Principal), Steve Hargis (East Lyme High School Athletic Director)

**1. Call to Order** - Committee meeting was called to order at 6:15<sup>PM</sup> by Al Littlefield (Co-Chair).

**MEETING CONDUCT**

**A. Discussion: Proposed Pool Renovation Project**

- Steve Hargis, East Lyme High School Athletic Director, presented a plan that will be put forward by the Pool Commission regarding future renovations to the East Lyme Pool Complex.
- Summary:
  - Increase in Additional Square Footage:
    - New Pool Entry and Men's and Women's Locker Rooms      2,600 square feet
    - Additional Seating (West side of pool deck)      760 square feet  
*(Increasing seating capacity to approximately 220)*
  - Estimated Cost:
    - New Entry and Locker Rooms      \$ 850,000
    - Additional Seating      \$ 210,000
    - Total Construction      \$ 1,060,000
    - Soft Cost & Contingency      \$ 265,000
    - Total Project Costs      \$ 1,325,000  
*(Costs in 2014 Dollars. Assume 4% per year escalation. Cost does not include replacement of upgrades to pool, decks, existing building envelop, building HVAC Unit or Pool Mechanical Systems.)*
  - Upgrade/Replacement of existing HVAC System:
    - New HVAC system (Desert Air) would increase heating/air conditioning efficiency and could prolong the life of the pool building through better handling of humidity.
    - Estimated cost: \$165,000
  - Installation of Pool Cover:
    - A pool cover would increase the efficiency of pool chemicals and retain pool heat.
- Steve Hargis explained that the project could be done in phases with the upgrade/ replacement of existing HVAC System and the installation of the Pool Cover being the first items.
- The Committee thought that this project should be added to the Town's Capital Improvement Plan with the Pool Commission contributing to part of the expense through the use of Pool Contingency/Savings monies.

- The Pool Commission plans on voting on proceeding forward on the project at their 30 November meeting.
- The entire project would then be brought to the full Board for endorsement and then sent on to the Town for possible incorporation into the Town's Capital Improvement Plan.

**2. Adjournment** - The meeting was adjourned at 6:59<sup>PM</sup>.

Respectfully Submitted,

*Albert L. Littlefield*, Co-Chair *Pam Rowe*, Co-Chair