

Regional School District 13 Board of Education  
Durham/Middlefield, Connecticut  
Utilization Study Committee  
Minutes of the Meeting of May 6, 2014

The Building Utilization Study Committee of Regional School District 13 met in special session on Tuesday, May 6, 2014, in the Board Room at the Regional School District 13 Central Office, 135A Pickett Lane, Durham, CT.

Committee Members present: Merrill Adams, Kerrie Flanagan, Robert Fulton, Norman Hicks

Board Members present: Nancy Boyle, Jeremy Renninghoff

Others present: Facilities Manager Jim Croteau, Supervisor of Buildings and Grounds Robert Francis, Superintendent of Schools Kathy Veronesi

Chairman Fulton called the meeting to order at 10:11 a.m.

As there were no members of the public present, there was no public comment.

Norm Hicks made a motion to approve the agenda. Merrill Adams seconded the motion.

In favor: Merrill Adams, Kerrie Flanagan, Robert Fulton, Norman Hicks

Opposed: None

Motion passes.

Merrill Adams made a motion to approve the minutes of April 23, 2014. Kerrie Flanagan seconded the motion.

In favor: Merrill Adams, Kerrie Flanagan, Robert Fulton, Norman Hicks

Opposed: None

Motion passes.

Chairman Fulton review what transpired at the previous meeting. It was understood that the meeting today will focus on the recommendations at Brewster School and Korn School.

The committee reviewed the executive summary distributed at the meeting with changes from the prior version. Suggestions for changes for clarity were discussed and approved by the committee.

The committee discussed the items in Appendix A, Architectural Report for Brewster School. Also discussed was the Capital Needs Survey Form that outlines needs and prioritizes items by need and year of replacement. The committee further discussed the Architectural report for Memorial school as well as the Capital Needs Survey Form for Memorial School as this school is similar to Brewster School as reported in the Utilization Study draft report.

Norm Hicks left the meeting at 11:41 a.m. for another appointment.

Merrill Adams made a motion to adjourn the meeting at 11:54 a.m. Kerrie Flanagan seconded the motion.

In favor: Merrill Adams, Kerrie Flanagan, Robert Fulton

Opposed: None

Motion Passes

Respectfully submitted,

*Norm Hicks*

Norm Hicks  
Committee Member