

**Holmdel Board of Education**  
**Buildings, Grounds & Safety Committee**  
**Meeting Notes – November 11, 2021 - 5:00 p.m.**

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**Board Members Present:** P. Reddy, Chair | J. Hammer | E. Urbanski | L. Zhang

**Administrators Present:** M. Petrizzo, BA | J. DeWysockie, ABA | K. Stromsland, Dir Plant Ops & Maint

**Guests:** Greyhawk Construction Managers

**Meeting Location:** Board Conference Room/Remote Meeting

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1. Holmdel 2020 (Referendum) Update:
  - Exterior Site Additions & Renovations and Interior Alterations (Satz & High School):
    - i. This project is complete. All documents have been reviewed / approved by Spiezle Architects and Greyhawk Construction Managers and the final payment will be processed this month.
  - CCTV and PA – This project is complete. All documents have been reviewed / approved by Spiezle Architects and Greyhawk Construction Managers and the final payment will be processed this month.
  - Indian Hill HVAC Controls: The project continues based on the delivery of controllers and other electronics. This will not impact the use of the HVAC equipment or daily operations since the current system will remain in use until this project is complete.
2. Comprehensive Maintenance Plan (CMP) and M-1 Form:

The committee reviewed the CMP and M-1 Form, which establishes the minimum amount that the district must spend each year on maintenance. It also establishes the maximum amount the district can have for a maintenance reserve, as determined by state formulas. The applicable resolution will be included on the 11/17/21 agenda for approval.
3. Policy Review - The committee was provided an overview of the following revised policies that will be included on the 11/17/21 agenda for second/final reading:
  - Policy & Regulation 7425 – Lead Testing of Water in Schools (M) (Revised)
  - Policy 7450 – Property Inventory (M) (Revised)
  - Policy 8420 – Emergency and Crisis Situations (M) (Revised)
  - Regulation 8420.1 – Fire and Fire Drills (M) (Revised)
4. Date and Time of next Committee Meeting: December 9, 2021 at 5:00 p.m.