

To: Granby Board of Education
From: Mr. Chris DeGray, Director of Facilities
Date: May 21, 2025
Subject: Facilities Department Update and Summer Planning Overview

As the Director of Facilities, I remain committed to fostering a strong, cohesive team and providing meaningful support to both our leadership and dedicated grounds and maintenance crew. Our focus continues to center around building a culture of collaboration, identifying operational efficiencies, and achieving cost savings across the district's facilities. Since October, we have implemented several strategic staffing and structural changes that enhance our ability to meet these goals, and we are poised for a productive summer.

I. Facilities Staffing and Departmental Structure Updates

a. Staffing Changes

Since October, we have successfully hired both temporary and permanent staff members to address vacancies and support operational needs. These additions have strengthened our capacity to manage both day-to-day responsibilities and large-scale projects more efficiently.

b. Departmental Restructure & Meeting Frequency

We have restructured departmental operations to improve communication and accountability. This includes more frequent meetings with supervisors, full facilities staff, and regular coordination with school administrators. Additionally, we have implemented adjusted summer hours for staff to ensure optimal coverage while supporting work/life balance.

c. Grounds Department Update

The Grounds Department has been stabilized and continues to provide critical upkeep and enhancements to our campuses. Focus areas have included field maintenance, landscaping and preparation for seasonal demands such as commencement.

II. Department Savings Since October

Attached is a detailed breakdown of departmental savings realized since October, reflecting cost-conscious decision-making and efficient resource management. In a continued effort to maximize resources, I will be working alongside the team in the field this summer to directly support operations and project execution.

III. Indoor Air Quality (IAQ), Tools for Schools, and HVAC Compliance

This summer, we will conduct mandated HVAC testing and continue our IAQ assessments in line with Tools for Schools requirements. These efforts are critical in ensuring the health and safety of our school environments and maintaining compliance with state and federal guidelines.

IV. Capital Projects Advisory Committee (CPAC) Overview

Upcoming CPPAC-related items include:

- Continued planning and review of the middle school facility needs
- Turf field evaluations and testing
- Ongoing upgrades to safety and security infrastructure across the district

V. Summer Projects

Our team is preparing for a comprehensive list of summer projects, including:

a. Janitorial

- Deep cleaning of all facilities
- Floor stripping/waxing and carpet extraction
- Internal moves and room reconfigurations

b. Maintenance

- Deferred and scheduled maintenance in plumbing, electrical, and HVAC systems
- Completion of outstanding work orders
- Fleet maintenance and service
- Interior painting and carpentry work
- District-wide street sweeping and district-wide line painting
- Grounds maintenance and enhancements

c. Capital & Improvement Projects

- High school bleacher replacement
- Turf field testing and follow-up improvements
- Renovation of the original high school culinary classroom to develop a space for the new life skills program at GMHS
- Repairs to the Wells Road courtyard and gazebo (grant funded)
- Installation of a new washer and dryer unit at the high school

d. Department-Wide

- Annual safety and compliance training for all facilities staff

Thank you for your continued support as we work to maintain safe, functional and welcoming learning environments for our students and staff. I look forward to providing an update this fall to share progress made over the next few months of summer work.