

**New Milford Board of Education  
 Facilities Sub-Committee Special Meeting Minutes  
 February 11, 2025 6:30pm  
 Sarah Noble Intermediate School Library Media Center**

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 2025 FEB 13 P 2:41  
 NEW MILFORD, CT

Present:	Mr. Tom O'Brien, Chairperson Mr. Eric Hansell Mrs. Wendy Faulenbach Mr. Brian McCauley
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Absent:	
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Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Matthew Cunningham, Director of Facilities Mr. Anthony Giovannone, Director of Finance Mr. Jeffrey Turner, Technology Director
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<b>1.</b>		<b>Call to Order</b> The New Milford Board of Education Facilities Sub-Committee meeting was called to order at 6:30 pm by Mr. Tom O'Brien, Chairperson.	<b>Call to Order</b>
<b>2.</b>		<b>Public Comment</b> There was none.	<b>Public Comment</b>
<b>3.</b>	<b>A.</b>	<b>Items for Information</b>  <b>Review Facilities 5 Year Capital Items for 24/25:</b>  District Vehicle Replacement - F350 with ACC District 40' Scissor Lift District Trailer District Bunker Machine District Recurring Masonry Work District Camera Systems Enhancements HPS & NES Inclusive Playground Equipment HPS Septic Tank Improvements HPS Canopy Roof HPS Gutter Replacements with Snowguards FAC Shingled Roof (Larson Building) FAC Gutter Replacements (Larson Building) FAC Barn Structural Engineering & Analysis (Larson Building) NES Roof A&E NMHS Gutter Seams	<b>3. Items for Information</b>  <b>A. Review Facilities 5 Year Capital Items for 24/25:</b>  District Vehicle Replacement - F350 with ACC District 40' Scissor Lift District Trailer District Bunker Machine District Recurring Masonry Work District Camera Systems Enhancements HPS & NES Inclusive Playground Equipment HPS Septic Tank Improvements HPS Canopy Roof HPS Gutter Replacements with Snowguards FAC Shingled Roof (Larson

	<p>NMHS Theatre Repairs          SMS Septic System/Engineering Repairs          SMS UST Analysis          SMS Oil Tank Replacement</p> <p><b>District Vehicle Replacement:</b> Mr. Cunningham stated the F350 is currently in production and will include a rack body and lift gate. The truck will be used to transport items from one school to another and is equipped with a plow.</p> <p><b>District 40' Scissor Lift &amp; District Trailer:</b> Mr. Cunningham stated the trailer has been delivered and the staff has received training on using it. The lift will help staff reach areas in the schools not previously accessible. Mr. O'Brien asked if 40' was tall enough to reach everything at the high school. Mr. Cunningham confirmed that it is, stating the lift can reach the HVAC equipment, lighting fixtures and sprinklers. One of the advantages in having a lift is there is no need to rent one for large projects. It will also reach higher areas outside too, including gutters.</p> <p><b>District Bunker Machine:</b> Mr. Cunningham stated the bunker machine will help service the fields. Mrs. Faulenbach asked where the equipment is stored. Mr. Cunningham stated the lift is in the high school. The other lift is at Sarah Noble Intermediate School (SNIS). There is limited space, so some equipment has to be stored outside. The old tennis courts at SNIS are used for this purpose. New Milford Public Schools covers over 200 acres. There is a need for good equipment, and why they have invested in them. Mr. McCauley asked if the district trailer would stay outside. Mr. Cunningham stated for now yes, and it is covered by a tarp.</p> <p><b>District Recurring Masonry Work:</b> Mr. Cunningham stated the repairs to the NMHS capstones and Schaghticoke Middle School (SMS) walls have been completed. There will be more projects coming.</p>	<p>Building)          FAC Gutter Replacements (Larson Building)          FAC Barn Structural Engineering &amp; Analysis (Larson Building)          NES Roof A&amp;E          NMHS Gutter Seams          NMHS Theatre Repairs          SMS Septic System/Engineering Repairs          SMS UST Analysis          SMS Oil Tank Replacement</p>
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	<p><b>District Camera Systems Enhancements:</b> Mr. Cunningham stated the cameras have been installed, widening the area of camera coverage. The project is nearly complete, just some fine tuning needs to be done. The biggest piece was getting the additional servers. Dr. Parlato stated it is not a glamorous project, but a crucial one.</p> <p><b>HPS &amp; NES Inclusive Playground Equipment:</b> Mr. Cunningham stated he is working with the Special Education Department to help improve the playground equipment to help better serve the neurodiverse community. The hope is to engage the entire student body utilizing sensors, colors, etc. Mr. O'Brien asked who decides on the equipment. Mr. Cunningham stated he has been collaborating with the Special Education Department as well as focus groups with the students. Mr. McCauley asked Mr. Cunningham if he spoke to the town and shared his findings. Mr. Cunningham replied that he has had conversations with Parks &amp; Recreation. The school playgrounds get more usage of hours per year. Mrs. Faulenbach asked if a safety compliance audit has to be performed. Mr. Cunningham stated yes, it is done through CIRMA. It helps keep them more cognizant of routine maintenance that must be done for safety reasons. For example, the mulch is required to be tilled to keep it from becoming too packed down. Mulch is added every year but eventually there is a need to replace it completely because when it breaks down it becomes hard soil. Dr. Parlato stated a project like this represents what the school stands for; it is connecting students with each other and allowing us to innovate. Student voices are involved and it is valuable to make sure all kids feel like they belong here.</p> <p><b>HPS Septic Tank Improvements:</b> Mr. Cunningham stated he is looking to install pumps at Hill &amp; Plain School as a backup to what is currently in place. The current structure is still working, and the plan is to stay with it as long as</p>	
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	<p>possible.</p> <p><b>HPS Canopy Roof:</b> Mr. Cunningham stated the RFP will be going out next week and it will include installing a rubberized roof on the two canopies.</p> <p><b>HPS Gutter Replacements with Snowguards:</b> Mr. Cunningham stated this project is complete. The snow guards are preventing snow and ice from coming down onto the walkway.</p> <p><b>FAC Shingled Roof &amp; Gutter Replacements (Larson Building):</b> Mr. Cunningham stated an RFP is going out this month. It will include laminated shingles that offer a 30-40 year warranty and an ice barrier on the whole roof. Since gutters are often a companion to roofs, the plan is to include gutter replacement. It might be advantageous cost wise to do them at the same time.</p> <p><b>FAC Barn Structural Engineering &amp; Analysis (Larson Building):</b> Mr. Cunningham stated he plans to have an engineer inspect the frame and the foundation. There is a plan to do preventative maintenance, weather protection and electrical upgrades. It is a spring/summer project. The barn has been through several iterations and Mr. Cunningham stated he would like to see if anything needs to be replaced. Mrs. Faulenbach stated there is a lot of history with the barn and community attachment. It is important to look into protecting it. Depending on what the findings show, the town should be involved in the conversation to preserve it.</p> <p><b>NES Roof A&amp;E:</b> Mr. Cunningham stated option 4 was recommended to the town and it is now in the town's hands. It is the more expensive option but there is a value to do it properly and best serve the school community. The town is in agreement. This is a summer project. Mr. O'Brien asked if it was feasible to complete this summer. Mr.</p>	
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	<p>Cunningham stated the process of applying for grants and considering the bonding cycle, it will probably not be able to happen this coming summer. Mrs. Faulenbach asked if the district provided the information to the town back in December. Mr. Cunningham stated they had and will not know the exact cost until it goes out to bid.</p> <p><b>New Milford High School (NMHS) Gutter Seams:</b> Mr. Cunningham stated an RFP was created and will open in March. The seamed gutter could be covered with a rubberized coating. There is a target start date of June 15th, with a completion date of August 15th.</p> <p><b>NMHS Theatre Repairs:</b> Mr. Cunningham stated the large main curtain repairs are completed. The Fire Marshal is aware of work being done.</p> <p><b>SMS Septic System/Engineering Repairs:</b> Mr. Cunningham stated they have been in contact with CT DEEP. The samples tested are at acceptable levels. Quarterly sampling will need to be done in perpetuity to remain in compliance with the state.</p> <p><b>SMS UST Analysis and SMS Oil Tank Replacement:</b> Mr. Cunningham stated Weston &amp; Sampson did work with the SNIS oil tank and will give cost estimates removing and replacing for the tank at SMS. There's a chance it can be swapped out for a smaller tank. It would be ideal to have it above ground but the conditions and price may require it to be underground. Mr. O'Brien asked if the replacement is required because of the age of the tank. Mr. Cunningham confirmed that the state requires them to swap out the tank, even if it is in excellent condition. Mrs. Faulenbach asked if there is a specific time frame that has to be followed. Mr. Cunningham stated it has not been red flagged, but he does not want to let it wait.</p>	
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		Mrs. Faulenbach asked if all the projects are Capital Reserve requests. Mr. Giovannone stated yes, the money will be coming out of Capital Reserve. Mrs. Faulenbach asked if there were deadlines for the projects. Mr. Giovannone stated no. Mr. Cunningham stated he wanted to bring these items before the board for discussion so they are not sitting idle. There will be more projects coming. Mrs. Faulenbach asked if all the projects would be done within the 24/25 school year. Mr. Giovannone stated the funds are earmarked and will remain available until the project is executed. After the project is complete, any funds not expended will return to Capital Reserve.	
<b>4.</b>		<b>Public Comment</b> None	<b>Public Comment</b>
<b>5.</b>		<b>Adjourn</b> <i>Mrs. Faulenbach moved to adjourn the meeting at 7:10 pm, seconded by Mr. Hansell and passed unanimously.</i>	<b>Adjourn</b> <i>Motion made and passed unanimously to adjourn the meeting at 7:10 pm.</i>

Respectfully submitted:



Tom O'Brien  
 Chairman, Facilities Subcommittee