

**New Milford Board of Education  
 Facilities Sub-Committee Meeting Minutes  
 August 13, 2024  
 Sarah Noble Intermediate School Library Media Center**

RECEIVED  
 TOWN CLERK

2024 AUG 19 A 10:47

NEW MILFORD, CT

Present:	Mr. Tom O'Brien, Chairperson Mr. Brian McCauley Mr. Eric Hansell
----------	--

Absent:	Mrs. Leslie Sarich
---------	--------------------

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Jeffrey Turner, Technology Director Mr. Matthew Cunningham, Director of Facilities Mr. Anthony Giovannone, Director of Finance Mrs. Teresa Kavanagh, Director of Human Resources
---------------	--

1.		<b>Call to Order</b> The New Milford Board of Education Facilities Sub-Committee meeting was called to order at 6:54 pm by Mr. Tom O'Brien, Chairperson.	<b>Call to Order</b>
2.		<b>Public Comment</b> There was none.	<b>Public Comment</b>
3.	<p><b>A. NMHS Updates:</b>          1.) NMHS Woodshop HVAC          2.) Roof Project          3.) Gym Floor</p> <p><b>B. Sarah Noble Oil Tank</b></p> <p><b>C. Central Offices</b></p> <p><b>D. Summer Projects</b></p> <p>Mr. Cunningham stated the high school roof repair is in progress and displayed photos. Over 1,000 screws/clips have been added that were missing. Mr. Cunningham showed the areas to be completed first and what is second phase.</p> <p>Mr. McCauley asked about the roof pieces being prefab. Mr. Cunningham explained they are but still need to be clamped together.</p> <p>Mr. Cunningham stated the gym floor is complete and displayed photos of the finished project. Mr.</p>	<p><b>Items for Information and Discussion</b></p> <p><b>A. NMHS Updates:</b>          1.) NMHS Woodshop HVAC          2.) Roof Project          3.) Gym Floor</p> <p><b>B. Sarah Noble Oil Tank</b></p> <p><b>C. Central Offices</b></p> <p><b>D. Summer Projects</b></p>	<p><b>A. Items for Information and Discussion NMHS Updates:</b>          1.) NMHS Woodshop HVAC          2.) Roof Project          3.) Gym Floor</p> <p><b>B. Sarah Noble Oil Tank</b></p> <p><b>C. Central Offices</b></p> <p><b>D. Summer Projects</b></p>

	<p>O'Brien stated it looks good.</p> <p>Mr. Cunningham stated the Sarah Noble Intermediate School (SNIS) oil tank has been removed.</p> <p>Mr. Cunningham displayed photos of the duct work for the high school woodshop HVAC system, explaining it is something housed outside of the building. There are filters and fire safety measures around the unit. Mr. O'Brien asked if it was done. Mr. Cunningham replied they have to test the system, but once that is complete it will be considered done.</p> <p>Mr. O'Brien asked about the woodshop curriculum. Ms. Hollander stated the curriculum was always there, they can implement it as soon as everything is in place.</p> <p>Mr. Cunningham continued by displaying photos of trails by Schaghticoke Middle School (SMS) that were cleaned up over the summer, as well as other miscellaneous projects regarding the Larson house, mulching, vehicle repair, painting fire lane lines, numbering classroom windows, and others.</p>	
<p><b>4.</b></p>	<p><b>Review of the 2024-2025 Capital Plan</b></p> <p>Mr. Cunningham began by displaying different areas in need of capital improvements. They include truck replacement. Mr. McCauley asked if the truck had been garaged, would it have given the truck a longer life. Mr. Cunningham stated he cannot say for sure, but believes it would have.</p> <p>Mr. Cunningham continued by stating he would like to replace the current landscaping trailer with a scissor lift and proper trailer. It would give the ability to be able to handle bigger projects. There is recurring masonry work at SNIS that needs to be done. Ball fields need updating and care. Mr. O'Brien asked who upkeepes the SNIS fields. Mr. Cunningham stated the district cares for some of the fields, there are south fields behind Home Depot that are maintained by Parks &amp; Recreation.</p>	<p><b>Review of the 2024-2025 Capital Plan</b></p>

	<p>Mr. Cunningham stated they are looking to continue camera system enhancements for the schools. He also discussed having inclusive playground equipment for students with special needs.</p> <p>Mr. Cunningham stated Hill &amp; Plain still has the original septic and would like to put in more state of the art equipment that would include pumps. The roof and gutters at Hill &amp; Plain need repair and replacing because it has reached the end of life.</p> <p>Mr. Cunningham stated the Larson Farm House (where Facilities Department is housed), needs roof replacement, and the barn that is on the property needs structural repairs..</p> <p>Mr. Cunningham stated the Northville roof also needs replacing. Mr. O'Brien asked if it would be the whole roof. Mr. Cunningham stated yes, the roof will also need new wall panels as well as be raised to meet new standards.</p> <p>Mr. Cunningham stated he is hoping to do gutter seam patching at the high school. The water seeping will go into the foundation and not drain where it should, which will cause issues in the future. There also needs to be upgrades at the NMHS theater.</p> <p>Mr. Cunningham stated the SMS septic needs updating, including covers being added and other repairs. The oil tank needs replacing. It is an old fiberglass tank that should have been replaced in 2021.</p>	
<p><b>5.</b></p>	<p><b>Public Comment</b> None</p>	<p><b>Public Comment</b></p>
<p><b>6.</b></p>	<p><b>Adjourn</b> <i>Mr. McCauley moved to adjourn the meeting at 7:33 pm, seconded by Mr. Hansell and passed unanimously.</i></p>	<p><b>Adjourn</b> Motion made and passed unanimously to adjourn the meeting at 7:33 pm.</p>

**New Milford Board of Education  
Facilities Sub-Committee Minutes  
August 13, 2024  
Sarah Noble Intermediate School Library Media Center**

Respectfully submitted:

A handwritten signature in black ink that reads "Tom O'Brien". The signature is written in a cursive style with a large, stylized "T" and "O".

Tom O'Brien  
Chairman, Facilities Subcommittee