

**New Milford Board of Education
 Facilities Sub-Committee Meeting Minutes
 November 14, 2023
 Sarah Noble Intermediate School Library Media Center**

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2023 NOV 16 P 3 13
 NEW MILFORD, CT

Present:	Mr. Brian McCauley, Chairperson Mr. Tom O'Brien Mr. Eric Hansell Mr. Pete Helmus
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Absent:	
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Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Jeffrey Turner, Technology Director Mr. Matthew Cunningham, Director of Facilities Mrs. Teresa Kavanagh, Director of Human Services Mr. Anthony Giovannone, Director of Finance
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1.		Call to Order The New Milford Board of Education Facilities Sub-Committee meeting was called to order at 6:45 pm by Mr. McCauley, Chairperson.	Call to Order
2.		Public Comment There was none.	Public Comment
3.	A.	Items for Information and Discussion NMHS Updates: 1.) NMHS Woodshop HVAC Update Mr. Cunningham stated the Hawley Construction Corp has been in receipt of stamped drawings. They are pursuing a mechanical permit and developing submittals for the dust collection equipment. 2.) Roof Project Mr. Cunningham stated the roofing contractor, Greenwood Industries, is still completing a few items. There is no plan currently for the potential addition of fasteners and clips that has been presented at this time. A report on the current safety of the roof was delivered to the Board of Education and the town, which is included in the agenda packet.	Items for Information and Discussion NMHS Updates: 1.) NMHS Woodshop HVAC Update 2.) Roof Project

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	<p>Mr. O'Brien stated he was concerned about the spacing of the fasteners, and at one point asked Mr. Petrucelli about the fastener concern.</p> <p>Mr. Hansell noted that even if the right fasteners were used, they were not used properly, and that is the concern.</p> <p>Mr. Helmus stated the problem is worse than originally thought. He stated that the safety of students was based on speculation.</p> <p>Mr. McCauley stated he doesn't understand why this roofing company was chosen in the first place.</p> <p>Mr. O'Brien stated, regarding a grant, Mr. Petrucelli has tried to contact the state on 3 different occasions to discuss the issue that Garland was not going to provide the warranty but perhaps the bonding agency could. Mr. Petrucelli did not get a reply, and he believes it is highly unlikely the state would release the grant with the high school roof in its current condition.</p> <p>Dr. Parlato clarified that the current discussion is in regard to page 6 on the Fuss & O'Neill report which states, "It should be confirmed that the reported 609# capacity of the screws used for this project have been validated by an independent entity, such as ICC or FM. No such verification was provided in any of the reviewed materials. If this value is adjusted to the 360# value reported by Triangle, the factor of safety is depleted significantly, and in some cases, completely." Dr. Parlato summarized that once an independent verification has been done on exactly which fasteners/screws are there, then more questions can be answered. At this point it is unknown. The issue comes down to spacing and which screws were used.</p> <p>Mr. Helmus stated it all ties into safety and if all the checkpoints are not met then the safety is not there.</p> <p>3.) NMHS Gym Ceilings</p>	<p>3.) NMHS Gym Ceilings</p>
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	<p>Mr. Cunningham stated the gym ceilings have been finished with the exception of a few items. Both gyms are being used.</p> <p>4.) Belfor Restorations Mr. Cunningham stated Belfor Restoration has provided an updated calendar which has them completing the science labs at New Milford High School in late November.</p> <p>B. Central Office Update Mr. Cunningham stated the installation of the doors is beginning and will be done on the weekends because of the noise factor.</p> <p>Mr. Helmus asked if that was the last bit of work to be done.</p> <p>Mr. Cunningham stated yes, for alteration purposes the doors are the only thing left.</p> <p>Mr. O'Brien noted people have been stating it's hard to find Central Office, and suggested putting up better signage.</p> <p>Mr. Cunningham stated that can be done. It's just a matter of size and how many signs.</p> <p>Dr. Parlato stated she would like to put something welcoming on the door that's colorful and inviting.</p> <p>C. HVAC Reports & Grants Mr. Cunningham stated the Department of Administrative Services has opened a second round of grants for HVAC improvements at Schools. Additionally, as of January 1, 2025, districts will need to employ the services of qualified companies to perform evaluations of current HVAC equipment within their schools. These inspections will then be reported to the state.</p> <p>In an effort to be prepared for both of these processes, Facilities has posted an RFQ/RFP for</p>	<p>4.) Belfor Restorations</p> <p>B. Central Office Update</p> <p>C. HVAC Reports & Grants</p>
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	<p>A&E services relating to HVAC grants and the new non-funded state mandated compliance reports. Those requests were opened on October 20, 2023. Interviews with the final three firms were conducted and a firm is being recommended.</p> <p>Mr. Helmus asked if there is a study to anticipate what will be needed for air quality.</p> <p>Mr. Cunningham stated it's still unknown what the state will be looking for, but speaking to people in the industry it's anticipated the state will be looking at flow rates, air exchanges, etc.</p> <p>Mr. Helmus clarified it is more about the facility and not about testing the air. It is essentially an engineering study.</p> <p>Mr. Cunningham stated yes, they are not doing air testing but testing the equipment.</p> <p>Mr. Helmus asked if NV5 looked at any of those standards.</p> <p>Mr. Cunningham stated NV5 was brought on before he began to work here.</p> <p>D. McCarthy Observatory Mr. Cunningham stated after walking the roof of the observatory with a consultant, a contractor was brought in to perform minor repairs and preventive maintenance. The repairs were all documented and ensured they were done properly. In addition, an obsolete satellite dish and associated ballast was removed from the roof.</p> <p>E. Facilities Offices (Larson Farmhouse) Mr. Cunningham stated over the past few months, fluorescent lighting was replaced with LED, new LED emergency lighting was installed, and a hot water heater was replaced. There have been some cosmetic repairs done.</p>	<p>D. McCarthy Observatory</p> <p>E. Facilities Offices (Larson Farmhouse)</p>
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	<p>Mr. McCauley stated it is good to know that, and stated the building is unique.</p> <p>Mr. O'Brien asked to discuss the high school roof one last time, and stated that one thing that has been discussed at MBC at every meeting for the last 6 months was lining the gutters of the roof. The architect at every meeting has asked Greenwood to come up with a mockup and estimate, and at every meeting it has not been done yet. Greenwood is almost done with the job, and Mr. O'Brien stated he is concerned it will not be done, and wants to hold them to it.</p> <p>Mr. Hansell asked about an item that was not on the agenda, as a resident asked him about the illumination of a flag at one of the schools. Mr. Cunningham replied that when a flag is displayed all day and night, as we do, it must be illuminated and all of our flags are illuminated appropriately.</p> <p>Dr. Parlato replied that anyone can always call her office and that is the best course of action to take when there is a question or concern.</p>	
4.	<p>Public Comment None</p>	Public Comment
5.	<p>Adjourn <i>Mr. O'Brien moved to adjourn the meeting at 7:12 pm, seconded by Mr. Helmus and passed unanimously.</i></p>	<p>Adjourn <i>Motion made and passed unanimously to adjourn the meeting at 7:12 pm.</i></p>

Respectfully submitted:



Brian McCauley
 Chairman, Facilities Subcommittee