

New Milford Board of Education  
 Facilities Sub-Committee Meeting Minutes  
 November 12, 2024  
 Sarah Noble Intermediate School Library Media Center

RECEIVED  
 TOWN CLERK *MHP*  
 2024 NOV 14 A 10:54  
 NEW MILFORD, CT

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

Absent:	
---------	--

Also Present:	Dr. Janet Parlato, Superintendent of Schools Mr. Jeffrey Turner, Technology Director <i>arrived at 7:00pm</i> Mr. Matthew Cunningham, Director of Facilities Mr. Anthony Giovannone, Director of Finance
---------------	---

1.		<b>Call to Order</b> The New Milford Board of Education Facilities Sub-Committee meeting was called to order at 6:46 pm by Mr. O'Brien, Chairperson.	<b>Call to Order</b>
2.		<b>Public Comment</b> There was none.	<b>Public Comment</b>
3.	<p><b>A. New Milford High School Masonry</b>          Mr. Cunningham stated masonry repairs that came out of capital are almost complete at the high school. The repairs focused primarily on mortar joints between cap stones on multiple horizontal surfaces. Mr. Cunningham stated there was concern about leaks with the cap stones but none have been found and they will continue to replace the mortar.</p> <p>Mr. O'Brien asked if there are more masonry repairs to be done. Mr. Cunningham stated yes, the capstones are the current priority.</p> <p><b>B. Northville Elementary School Roof</b>          Mr. Cunningham stated an RFP was awarded at last month's Operations Subcommittee meeting. Facilities has provided the architect with pertinent documents and met onsite to begin the roof</p>	<p><b>3. Items for Information and Discussion NMHS Updates:</b></p> <p><b>A. New Milford High School Masonry</b></p> <p><b>B. Northville Elementary School Roof</b></p>	

	<p>evaluation process. This study, which will be used to provide cost estimates for the eventual roof replacement, will be completed this month. There are several types of roofing on it and it is about 80,000 square feet. Once the different types of roofing are assessed, cost estimates can be put together and the district can get into the next bonding cycle.</p> <p>Mrs. Sarich asked what kind of roof would be installed. Mr. Cunningham stated that the building has a variety of roof pitches and the company will come up with options for each of them. For pitched parts, metal would be ideal but it depends on what comes back in the estimate. Mr. Hansell asked if there would need to be structural changes. Mr. Cunningham replied, not structurally, but there's a chance they will have to raise the drip edge around the building and put more insulation on the flat roof. That would bring in a conversation regarding wall panels, since some have rusted. Mr. Hansell asked if there is concern about snow melt. With the insulation, the snow might not melt as fast. Mr. Cunningham stated that would be brought up with the different roof styles brought forward.</p> <p><b>C. Sarah Noble Intermediate School HVAC RFP</b> Mr. Cunningham stated an RFP has been posted seeking A&amp;E services for troubleshooting high humidity issues in the two wings of Sarah Noble Intermediate School (SNIS). There will be a site visit next Thursday and bids will be opened next month. Mr. Cunningham stated he knows it's been a challenge to keep comfortable humidity levels. He hopes to find a firm that has worked in schools and buildings of this age. The problem goes back to the renovation of 1999, when the old high school was converted to an intermediate school. Facilities can do things in-house, such as clean, adjust temps, and caulk around windows, but there is a larger project at hand. More than what the Facilities department can handle. The goal is to make SNIS a viable space year round. The bids open December 14th and awarding can happen as</p>	<p><b>C. Sarah Noble Intermediate School HVAC RFP</b></p>
--	---	---

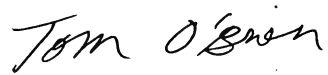
	<p>early as January. Any physical alterations would have to happen over the summer but it's good to know that now. That way it can be addressed in the summer.</p> <p>Mr. O'Brien asked how the project would be funded. Mr. Cunningham stated the issue needed to be addressed, so he set it in motion, but cannot speculate on cost. Dr. Parlato pointed out that it is a perfect use of capital funds.</p> <p><b>D. Hill &amp; Plain School Gutters</b>        Mr. Cunningham stated the gutter replacements at Hill and Plain are almost complete. Multiple areas such as the gym, playground, and library sides of the building are being addressed and should be fully completed this month.</p> <p><b>E. Camera System Enhancements</b>        Mr. Cunningham stated the Capital improvements project for additional cameras at the elementary schools is underway. This work will add additional interior and exterior cameras at these buildings, as well as provide new servers for the systems. There is currently no completion date for this project but anticipates it finishing over the winter months. Mr. O'Brien asked about the additional cameras. Mr. Cunningham stated it is being expanded to cover more areas. It was done at the middle school and it's being done now in other areas.</p> <p><b>F. New Milford High School Theater</b>        Mr. Cunningham stated the New Milford High School (NMHS) theater had the main curtain repaired recently and the backstage working lights were replaced. This is the first of several projects intended to improve the theater through Capital funding. The fire curtain and other smaller projects from the theater evaluation will happen next.</p> <p><b>G. Equipment</b>        Mr. Cunningham stated a purchase order has been provided through Town Capital funds for the</p>	<p><b>D. Hill &amp; Plain School Gutters</b></p> <p><b>E. Camera System Enhancements</b></p> <p><b>F. New Milford High School Theater</b></p> <p><b>G. Equipment</b></p>
--	--	--

	<p>purchase of a new Ventrac machine intended for snow removal at the NMHS campus and along the new sidewalks being installed along Route 7, and on the school grounds. Behind the red barn there is a new sidewalk to walk over to Cumberland Farms. Additionally, the purchase of a new pick up truck is almost complete. The new F350 pickup truck will have a rack body and liftgate. Mr. O'Brien asked about the truck "almost" being complete. Mr. Cunningham stated, when buying a truck, there is a back and forth for different features. For example, having a plow or sander. It's currently being fine tuned and then the order will go to Ford. Mr. O'Brien asked what a Ventrac machine was. Mr. Cunningham stated, it is a small rear wheeled tractor that has a plow, blower, brush, etc. There is now over 1,000 feet of linear sidewalk to care for with the new installation. Mrs. Sarich asked if it would be based at NMHS. Mr. Cunningham stated, with the new sidewalk and pavement, there is enough to warrant keeping it there.</p> <p><b>H. Door Repairs</b>        Mr. Cunningham stated door repairs to multiple doorways at both Hill and Plain and Northville have been completed. These improvements added removable center mullions which provide for more secure doors. It's something that has been addressed at all the schools over the years. It is a project that has to be outsourced because it involves actually going into the frame, making it more involved.</p> <p>Mr. O'Brien stated how delighted he is that the NMHS roof is not on the agenda. He thanked everyone, and Mr. Cunningham, for seeing the project to completion.</p>	<p><b>H. Door Repairs</b></p>
4.	<p><b>Public Comment</b>        None</p>	<p><b>Public Comment</b></p>
5.	<p><b>Adjourn</b>  <i>Mr. McCauley moved to adjourn the meeting at 7:07 pm, seconded by Mr. Hansell and passed unanimously.</i></p>	<p><b>Adjourn</b>  <i>Motion made and passed unanimously to adjourn the meeting at 7:07 pm.</i></p>

**New Milford Board of Education  
Facilities Sub-Committee Minutes  
November 12, 2024  
Sarah Noble Intermediate School Library Media Center**

**Page 5**

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