

**New Milford Board of Education
 Facilities Sub-Committee Meeting Minutes
 May 14, 2024
 Sarah Noble Intermediate School Library Media Center**

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 2024 MAY 16 P 2:15
 NEW MILFORD CT

Present:	Mr. Tom O'Brien, Chairperson Mr. Eric Hansell Mrs. Leslie Sarich
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Absent:	Mr. Brian McCauley
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Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Jeffrey Turner, Technology Director Mr. Matthew Cunningham, Director of Facilities Mr. Anthony Giovannone, Director of Finance Mrs. Teresa Kavanagh, Director of Human Services
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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. Tom O'Brien, 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 Hawley Construction has ordered the new dust collector and it has a tentative ship date of mid-May. The concrete slab which supports the dust collector has been scheduled to be poured the week of 5/13-5/17. Assembly of the dust collector will begin once school is out. Mr. O'Brien stated he was glad to hear it is coming along. 2.) Roof Project Mr. Cunningham stated the leaks seem to have been addressed and remedied. There has been no water in the building since the last rains. Mr. O'Brien asked about room 3125. Mr. Cunningham stated they thought it was a collection box issue but it looks to be leaking from the cupola. Mr. O'Brien stated at the most recent Municipal Building Committee (MBC) meeting, this topic was discussed and Mr. Pettrucelli confirmed that	Items for Information and Discussion NMHS Updates: 1.) NMHS Woodshop HVAC Update 2.) Roof Project

	<p>the Cupola was the source of the water leaking into Room 3125, and said that failed caulk joints were the most likely point of entry. Mr. O'Brien asked Mr. Petruccelli at the MBC meeting why the cupola was not part of the roofing project. The response he received was that the whole building needs to be re-caulked, and they were planning to address that need in the next phase of capital improvements at NMHS. Mr. Cunningham stated there is rubberized roofing material on top of the cupola, and there were patches done on it. He cannot say for certain if the caulking of the wall panels stopped the leaks or another remedy. It's not a very accessible area. Mr. O'Brien stated MBC has asked Greenwood to put together an estimate to make the cupola water tight.</p> <p>Mr. Hansell asked for clarification that MBC is asking Dean Petruccelli to have Greenwood provide an estimate. Mr. O'Brien stated yes, and the cupola is still an issue to be addressed. Mr. Cunningham added that the gutters still need to be addressed as well. Mr. Hansell asked if it is typical for MBC to get the quote. Mr. Cunningham stated, if they're looking to pay for it from the contingency from the roof project, then it falls under that umbrella and it makes a more expeditious path to follow.</p> <p>Mr. O'Brien stated the other explanation why the cupola was not included is because it would not have been reimbursable under state grant. Mr. Cunningham stated that it is part of the roof system, anything associated with that falls under the purview of the project, and should be considered.</p> <p>3.) Gym Floor Mr. Cunningham stated work will begin in June after graduation. It is a 3 week project and should be complete mid-to-late July. Mr O'Brien asked how many coats will be used on the floor. Mr. Cunningham stated he believed they will use 3 coats of clear over the painted surface.</p>	<p>3.) Gym Floor</p>
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	<p>B. Sarah Noble Oil Tank Mr. Cunningham stated Cisco gave a proposal and they will be doing either removal or abandoning in place. After doing ground penetrating radar and looking at the proximity of utilities, they are leaning towards removal. Weston and Sampson will help shepherd through the paperwork to the town and hopes to begin the process once school is done. Mr. O'Brien asked if the town will pay for the removal. Mr. Cunningham stated yes, money was encumbered years ago.</p> <p>C. Central Offices Mr. Cunningham stated the next step for a stand-alone building would be to conduct a feasibility study, including site analysis. It is a large cost. Mr. O'Brien stated that there doesn't seem to be much support for spending capital money on planning for a building that is unlikely to be built. Mr. Cunningham confirmed the study would cost tens of thousands of dollars and the building would be somewhere around 5 million.</p> <p>Mr. Hansell asked if anyone has mentioned the prior plan for Sarah Noble that was less than a million. Mr. Cunningham stated that it has not been brought up. Mr. O'Brien suggested at the next Operations meeting they discuss what can be done over the summer to make the current space more private and usable. Mr. Cunningham stated the biggest cost driver will be to split the HVAC ventilators for heat and A/C once walls are put up. Since it doesn't seem Central Office will be moving in the next few years it makes sense to make alterations for a more business-like environment. Mr. O'Brien stated it could be closer to 5 years.</p> <p>Dr. Parlato stated she does not want to lose sight of the importance of a Central Office. She is not complaining about where they are, but would like to see a professional representation of the school district.</p> <p>Mr. Hansell stated they should revisit the plan of having Central Office on the first floor of Sarah</p>	<p>B. Sarah Noble Oil Tank</p> <p>C. Central Offices</p>
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	<p>Noble. It was a good plan and solid office space, if the school population can support giving up the space.</p> <p>Mrs. Sarich replied that they may see an uptick in enrollment with the new apartments being built on Pickett District Rd.</p> <p>Mr. O'Brien asked if they were doing another enrollment study. Dr. Parlato stated they will be within the next two years. Mr. O'Brien stated with enrollment down, there is a cushion and should take advantage of the summer to make that space more suitable.</p> <p>D. Facilities Student Intern Mr. Cunningham stated Elias Nelson, a freshman, has been coming over to the department offices for several weeks now and assisting with creating annotated drawings for use in the upcoming HVAC evaluations. An example of this work was included in the agenda packet. The program allows interns to walk across campus, be in a familiar environment, and still do office work. He stated it is very new and hopes for it to continue with other students.</p> <p>Dr. Parlato stated this was a great idea. Mr. O'Brien asked how long the intern will work. Mr. Cunningham stated he can be there for all 4 years. It is something that gives a return on investment since the student also gets credit for it. Dr. Parlato explained the intern walks over to the farmhouse during study hall.</p> <p>Mr. O'Brien asked if it is connected to the Pathways. Dr. Parlato stated it will be.</p> <p>E. Playground Focus Groups Mr. Cunningham stated he attended training on playground safety and realized the importance of engaging playgrounds for students to socialize. It's important to have inclusive equipment that is also ADA compliant. Mr. Cunningham explained that he met with student groups at Northville, Hill and</p>	<p>D. Facilities Student Intern</p> <p>E. Playground Focus Groups</p>
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		<p>Plain and Sarah Noble for feedback. One of the takeaways was to install two 8' basketball hoops for the younger students. Mr. O'Brien asked when the 8' poles will go in. Mr. Cunningham replied that he is hoping for July 1st. Dr. Parlato agreed it was a great option to hear the student voices.</p> <p>Mr. O'Brien asked if the improvements have been budgeted. Mr. Cunningham stated not necessarily, but there are funds he can look into using from the end of year balance.</p>	
4.		<p>Public Comment None</p>	Public Comment
5.		<p>Adjourn <i>Mrs. Sarich moved to adjourn the meeting at 7:14 pm, seconded by Mr. Hansell and passed unanimously.</i></p>	<p>Adjourn <i>Motion made and passed unanimously to adjourn the meeting at 7:14 pm.</i></p>

Respectfully submitted:



Tom O'Brien
 Chairman, Facilities Subcommittee