

**New Milford Board of Education  
 Operations Sub-Committee Meeting Minutes  
 December 13, 2022  
 Sarah Noble Intermediate School Library Media Center**

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 NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley, Alternate
Absent:	Mr. Tom O'Brien
Also Present:	Dr. JeanAnn C. Paddyfote, Interim Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director

1.	<b>Call to Order</b>  The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach. Mr. McCauley was seated in the absence of Mr. O'Brien.	<b>Call to Order</b>
2.	<b>Public Comment</b>  • There was none.	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b>  A. <b>Monthly Reports</b> <ol style="list-style-type: none"> <li>1. <b>Budget Position dated November 30, 2022</b></li> <li>2. <b>Purchase Resolution D-765</b></li> <li>3. <b>Request for Budget Transfers</b></li> </ol> <ul style="list-style-type: none"> <li>• Mr. Helmus asked about the 5 year capital withdrawal from capital reserve.</li> <li>• Mrs. Faulenbach said those are for items approved by the Board last June.</li> <li>• Mr. McCauley noted the \$365,000 in the turf field account and asked when replacement is anticipated.</li> <li>• Mrs. Faulenbach said the initial lifespan was estimated at between 10-15 years and the fields are over 6 years old now.</li> </ul>	<b>Discussion and Possible Action</b>  A. <b>Monthly Reports</b> <ol style="list-style-type: none"> <li>1. <b>Budget Position dated November 30, 2022</b></li> <li>2. <b>Purchase Resolution D-765</b></li> <li>3. <b>Request for Budget Transfers</b></li> </ol>

	<ul style="list-style-type: none"><li>● Mr. Helmus said he has previously requested that the replacement target date and estimated cost be added to this report as a point of reference for all to see.</li></ul> <p>Mr. Helmus moved to bring the Monthly Reports to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p><b>B. SNIS Central Office Move/Lillis Building</b></p> <ul style="list-style-type: none"><li>● Mrs. Faulenbach said this topic piggybacks on discussion at the Facilities meeting earlier this evening.</li><li>● The consensus of the committee was to bring this topic to the full Board for discussion and possible action.</li><li>● Mrs. Faulenbach asked about the timeframe for the project if the Board wants to pursue the first floor option.</li><li>● Mr. Cunningham said if the Board chooses not to pursue grant funding, the project could be bid in the spring and, in theory, have the work done over the summer.</li><li>● Mr. Helmus said he thinks that is a good target.</li><li>● Mr. Hansell agreed, saying he doesn't think it is worth waiting for a possible reimbursement with the way inflation is going.</li><li>● Mrs. Faulenbach agreed. She said it is hard to give up any possible reimbursement but there are time considerations. She said she has not seen any confirmation that the Town intends to contribute to the project but there is money in capital to fund it. She said comments have been made about the Board not maintaining the Lillis building, but that ignores the fact that decisions have been made over the years about making investments in a building that required significant capital needs, current and future.</li><li>● She said there is a lot of history to this move, starting with numbers on a napkin basically,</li></ul>	<p><b>Motion made and passed unanimously to bring the Monthly Reports to the full Board for approval.</b></p> <p><b>B. SNIS Central Office Move/Lillis Building</b></p>
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	<p>then a \$4 million plan, a \$1.3 million plan, and now a one floor plan still to come.</p> <ul style="list-style-type: none"> <li>● Mr. Helmus noted that there have been multiple studies done over the years with various numbers attached to either renovate Lillis or move, some as high as \$5 million plus. He said at one time there was an Ad Hoc Committee formed to discuss making better use of the building space, including having other Town departments such as the Youth Agency use it. Over time, they have all moved out and only the Board remained. The Town chose not to invest in keeping the other agencies there.</li> <li>● Mrs. Faulenbach said the past is the past. We have funds available and it is time to get it done.</li> <li>● Mr. McCauley asked where staff will go during the renovation.</li> <li>● Mr. Cunningham said there is only one office downstairs and they could be moved upstairs during the summer.</li> <li>● Mrs. Faulenbach noted that they have a commitment to Camella’s Cupboard for East Street through February. Funds are currently allocated in the budget for heat and electricity until the end of the fiscal year. She said she would hope and expect that a transition plan will be developed for when the Board turns the building back over to the Town.</li> </ul>	
<p><b>4.</b></p> <p><b>A.</b></p>	<p><b>Items of Information</b></p> <p><b>Employment Report: November - December</b></p> <ul style="list-style-type: none"> <li>● Mrs. Faulenbach asked about openings.</li> <li>● Dr. Paddyfote said there is an opening for a Biology teacher and there may be one coming for a French teacher at SMS. There will be openings in Math and Special Education coming mid-year.</li> </ul>	<p><b>Items of Information</b></p> <p><b>A. Employment Report: November - December</b></p>
<p><b>5.</b></p>	<p><b>Public Comment</b></p>	<p><b>Public Comment</b></p>

	<ul style="list-style-type: none"> <li>• There was none.</li> </ul>	
<p><b>6.</b></p> <p><b>A.</b></p> <p><b>B.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>Discussion and possible action regarding response to bid solicitation from student transportation vendor. Executive session anticipated. The Subcommittee may take action when it returns to public session.</b></p> <p>Mr. Helmus moved that upon the certification of the Interim Superintendent of Schools and of the Chairman of the Board that the public interest in the disclosure of the response to a bid solicitation from a student transportation vendor is outweighed by the public interest in the confidentiality of such response, the Operations Subcommittee enter into executive session to review and discuss the response to the bid solicitation and to further move that the Subcommittee invite Interim Superintendent Paddyfote into the executive session.</p> <p>Motion seconded by Mr. Hansell.</p> <p>Motion passed unanimously.</p> <p><b>Discussion and possible action regarding amendment to terms and conditions of employment of Assistant Superintendent of Schools, Director of Facilities, and Accounting Manager. Executive session anticipated. The Subcommittee may take action when it returns to public session.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Discussion and possible action regarding response to bid solicitation from student transportation vendor. Executive session anticipated. The Subcommittee may take action when it returns to public session.</b></p> <p><b>Motion made and passed unanimously that upon the certification of the Interim Superintendent of Schools and of the Chairman of the Board that the public interest in the disclosure of the response to a bid solicitation from a student transportation vendor is outweighed by the public interest in the confidentiality of such response, the Operations Subcommittee enter into executive session to review and discuss the response to the bid solicitation and to further move that the Subcommittee invite Interim Superintendent Paddyfote into the executive session.</b></p> <p><b>B. Discussion and possible action regarding amendment to terms and conditions of employment of Assistant Superintendent of Schools, Director of Facilities, and Accounting Manager. Executive session anticipated. The Subcommittee may take action when it returns to public session.</b></p>

	<p>Mr. Hansell moved that the Operations Subcommittee enter into executive session for the purpose of reviewing and discussing a possible amendment to the terms and conditions of employment of the Assistant Superintendent of Schools, Director of Facilities, and Accounting Manager and to further move that the Subcommittee invite Interim Superintendent Paddyfote into the executive session.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>The Subcommittee entered executive session at 7:51 p.m.</p> <p>The Subcommittee returned to public session at 8:43 p.m..</p> <p>Mr. Helmus moved to recommend to the full Board an amendment to the terms and conditions of employment with the Assistant Superintendent of Schools, Director of Facilities, and Accounting Manager as discussed by the Operations Subcommittee in Executive Session.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously that the Operations Subcommittee enter into executive session for the purpose of reviewing and discussing a possible amendment to the terms and conditions of employment of the Assistant Superintendent of Schools, Director of Facilities, and Accounting Manager and to further move that the Subcommittee invite Interim Superintendent Paddyfote into the executive session.</b></p> <p><b>Motion made and passed unanimously to recommend to the full Board an amendment to the terms and conditions of employment with the Assistant Superintendent of Schools, Director of Facilities, and Accounting Manager as discussed by the Operations Subcommittee in Executive Session.</b></p>
<p>7.</p>	<p><b>Adjourn</b></p> <p>Mr. Helmus moved to adjourn the meeting at 8:44 p.m. seconded by Mr. McCauley, and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:44 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach, Chairperson  
 Operations Sub-Committee