

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

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 NEW MILFORD, CT

Present:	Mr. Tom O'Brien, Chairperson Mr. Brian McCauley Mr. Eric Hansell Mrs. Leslie Sarich
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Absent:	
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Also Present:	Dr. Janet Parlato, Superintendent of Schools Mr. Jeffrey Turner, Technology Director Mr. Matthew Cunningham, Director of Facilities Mr. Anthony Giovannone, Director of Finance Mrs. Teresa Kavanaugh, Director of Human Services Ms. Holly Hollander, Assistant Superintendent of Schools
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1.		<b>Call to Order</b> The New Milford Board of Education Facilities Sub-Committee meeting was called to order at 6:47 pm by Mr. O'Brien, Chairperson.	<b>Call to Order</b>
2.		<b>Public Comment</b> There was none.	<b>Public Comment</b>
3.	A.	<b>Items for Information and Discussion</b>  <b>NMHS Updates:</b> <b>1.) NMHS Woodshop HVAC Update</b> Mr. Cunningham stated Hawley Construction ordered the new dust collector. This is an exterior collector. The project should be complete by the start of next school year. Mr. O'Brien asked how long the project will take. Mr. Cunningham stated he was not certain but would find out and expects to come in under budget.  <b>2.) Roof Project</b> Mr. Cunningham stated he spoke with members of the town and they are in communication with the bonding company regarding the roof issue. He would like to see the roof refastened in the areas in question, as a safety factor. Mr. O'Brien stated he went to the MBC meeting and the main takeaway is everything is in the hands of the bonding company. Mr. Cunningham stated there needs to be a date to hold the bonding company to	<b>Items for Information and Discussion NMHS Updates:</b>  <b>1.) NMHS Woodshop HVAC Update</b>  <b>2.) Roof Project</b>

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	<p>and a game plan from them that the town and we agree to. Mr. O'Brien asked about the status of the roof leaks. Mr. Cunningham stated Dean Petrucelli did not sign off on completion yet. Mr. Cunningham then spoke to the photos included in the agenda, which included pictures of various leaks happening. He stated that the issue is with the roofing/adhesive, possibly with a collection box. Mr. Cunningham stated the leaks are a nagging issue. Mr. Hansell asked if Greenwood was the original roofing contractor. Mr. Cunningham stated United Roofing was. Mr. McCauley asked if the leaks are causing damage to the classrooms. Mr. Cunningham stated no, there is good air movement and it works to their advantage. He stated he feels confident it is the collection box failing. Mr. O'Brien asked if the collection box was a change order. Mr. Cunningham responded that it was a design modification, but not an additional cost item. Mr. O'Brien asked if Greenwood will address the leaks. Mr. Cunningham confirmed they will.</p> <p><b>3.) Belfor Restorations</b> Mr. Cunningham stated the project is essentially completed. He, members of the district and town, did a walkthrough, and it looks in good condition. He expects the town to sign off this month.</p> <p><b>4.) Gym Floor</b> Mr. Cunningham stated he will share renderings at the next Facilities meeting. The project will happen over the summer and should be completed in time for volleyball in late August.</p> <p><b>5.) Central Offices</b> Mr. Cunningham stated he is looking to do a feasibility study to understand the cost associated with a stand alone building for Central Office. Mr. O'Brien asked if this is the only option being discussed. Mr. Cunningham stated yes, as of right now. Once the data from the study is done, the next option is to have a conversation regarding a more permanent home for Central Office.</p> <p><b>B. Sarah Noble Oil Tank</b></p>	<p><b>3.) Belfor Restorations</b></p> <p><b>4.) Gym Floor</b></p> <p><b>5.) Central Offices</b></p> <p><b>B. Sarah Noble Oil Tank</b></p>
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		<p>Mr. Cunningham stated he received an NOV (Notice of Violation) from DEEP. Weston and Sampson sent a letter in reply, which included a plan for permanent closure for the tank. Nothing is hooked up to the tank anymore, it is empty and the oil has been removed. Mr. Cunningham stated he is looking to hire a company to close it up. He suspects it will be abandoned in place. Mr. O'Brien asked if there was a funding source. Mr. Cunningham stated the town originally allocated money to swap the tank out, and he believes they can use those funds to do the closure. SNIS does not need it for anything. Mr. O'Brien asked if there was a deadline or any penalty. Mr. Cunningham stated there is, but DEEP has not given a hard date. The hope is to have it done by this summer. Mr. Hansell asked if the district has to provide documentation of what is done. Mr. Cunningham stated everything will be reported to DEEP.</p>	
4.	A.	<p><b>Discussion and Possible Action</b>  <b>Security Improvements. Executive session anticipated.</b></p> <p><i>Mr. O'Brien moved that the Board enter into executive session to discuss security improvements. Invited into the session were Superintendent, Dr. Janet Parlato, Mr. Cunningham, Mr. Anthony Giovannone, Director of Finance, Mr. Eric Hansell, Mrs. Leslie Sarich, Mr. Brian McCauley and Mr. O'Brien. Seconded by Mr. Hansell.</i></p> <p><i>The Board entered Executive Session at 7:11. The Board returned from Executive Session at 7:30.</i></p>	<p><b>Discussion and Possible Action</b>  <b>A. Security Improvements. Executive session anticipated.</b></p> <p>Motion made to enter into Executive Session to discuss security improvements. Motion passed unanimously.</p>
5.		<p><b>Public Comment</b>          None</p>	<p><b>Public Comment</b></p>
6.		<p><b>Adjourn</b>  <i>Mrs. Sarich moved to adjourn the meeting at 7:31 pm, seconded by Mr. McCauley and passed unanimously.</i></p>	<p><b>Adjourn</b>  <i>Motion made and passed unanimously to adjourn the meeting at 7:31 pm.</i></p>

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Respectfully submitted:

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

Tom O'Brien  
Chairman, Facilities Subcommittee