

Regular Facility Meeting Minutes
October 3, 2006
Lillis Administration Bldg., Rm. 2

Board Members Present:	*Mr. Tom McSherry, Committee Chair
	Mrs. Wendy Faulenbach, Board Chairperson
	*Mrs. Dian Traisci-Marandola
	*Mr. Joseph Vita
	Mr. David A. Lawson (arrived at 6:58 p.m.)
	*Mr. Robin Ruggiero

***Committee Members**

Administration Present:	Dr. JeanAnn C. Paddyfote, Superintendent
	Mr. John Turk, Director of Fiscal Services
	Mr. John Calhoun, Director of Facilities
	Mr. Tom Corbett, Director of Operations

1.	The Regular Facilities Meeting was called to order at 6:30 p.m.	Call to Order
2.	There was no public comment.	Public Comment
	<p>Motion by Mrs. Marandola: Move that the Facilities Committee add to the agenda a discussion regarding the Right-of-Way at the Hill & Plain Elementary School. Seconded by: Mr. Ruggiero</p> <p>Aye: Mr. McSherry, Mrs. Marandola, Mr. Ruggiero, Mr. Vita. Nay: Abstain:</p> <p>Motion Passed: Unanimously</p>	Motion made and passed that the Facilities Committee add to the agenda a discussion regarding the Right-of-Way at the Hill & Plain Elementary School
3A.	<p>Mr. Turk gave an overview of the Energy Management Conservation Plan.</p> <ul style="list-style-type: none"> ➤ Mr. Turk and Mr. Calhoun met with trainers from EEI. ➤ Electricity, oil and natural gas bills are being loaded into the software to create a baseline. ➤ The energy plan is to go before the Board on Tuesday, October 10, 2006 for approval. ➤ Plan guidelines have been distributed to the administrators. 	Energy Management Conservation Plan

	<ul style="list-style-type: none"> ➤ Mr. Knipple will go over the guidelines with the schools. ➤ The guidelines will be posted in appropriate places. ➤ Mr. Knipple will be attending a three-day seminar from October 8th through the 10th to become acquainted with the program. 	
B.	<p>Mr. Turk attended an informational workshop on September 22nd on capital improvement grants.</p> <ul style="list-style-type: none"> ➤ Two type of grants – Historical Restoration and Cultural Capital Grants. ➤ New Milford is not eligible for the Cultural Capital Grant. ➤ New Milford could be eligible for the Historical Restoration Grant if the barn was listed (registered) on historical places. ➤ Grant deadline is October 27, 2006, therefore, New Milford is too late for this year. ➤ Paperwork could be filled out to apply for this grant next year. There is no way of knowing how much money will be available next year. ➤ The ballpark range of the grant is between \$5,000 and \$200,000. Expenditures have to match the grant approval. ➤ The cost of a low profile storage unit (steel) is between \$60,000 and \$70,000. ➤ Mr. Turk could ask the EDC Director, Mr. Vincent Nolan, is there is storage space available in New Milford. 	Barn Grant
C.	<p>Mr. Calhoun gave an overview of the status of Tools for Schools.</p> <ul style="list-style-type: none"> ➤ The initial training for school based committees took place on September 20th. ➤ There are 4-5 individuals in each group. ➤ Information will begin to be distributed to staff at the schools. ➤ A follow-up meeting may take place in November. ➤ Trainers will return to New Milford and guide the committees in their next steps. ➤ Teams are made up of nurses, teaching staff, an administrator and maintenance/custodial 	Tools for Schools

	<p>staff from each school and some PTO parents.</p>	
D.	<p>Mr. Calhoun met with the Public Works Director, Mr. Hollins.</p> <ul style="list-style-type: none"> ➤ Town would like to be reimbursed for any snow removal material the BOE uses. ➤ Last year the BOE used approximately 61 tons. ➤ The cost of this request could be approximately \$8,200. ➤ Snow removal material is used on sidewalks, parking lots and driveways. ➤ It is the first time the BOE has been asked to reimburse the town (Highway Dept.) for this material. ➤ The cost of this expenditure is not budgeted. ➤ The request came from the Mayor via Mr. Hollins, therefore a request for an extension is unknown. ➤ The BOE used less of the new material last year than the salt and sand used in the previous year. The Board also used less of the new material last year than the town consumed. <p>Discussion:</p> <ul style="list-style-type: none"> ➤ The town uses the schools for a number of situations, i.e., voting, public hearings, etc., and the BOE does not charge the town. ➤ It was recommended that Mr. Corbett will write a letter to the Mayor to explore any possible options. 	<p>Snow Removal Products – Town Reimbursement</p>
E.	<p>Mr. Turk attended a Business Managers’ Meeting on September 15, 2006.</p> <ul style="list-style-type: none"> ➤ JMOA is a long-range facility planning and capital planning program. ➤ The group may be able to attend a Facilities meeting in the future. There should not be a charge for such a visit. ➤ Mr. Turk will call the organization to set up a time when JMOA can attend a Facilities meeting. 	<p>JMOA Engineering – Facility Master Planning</p>

<p>F.</p>	<p>Mr. Calhoun gave an overview of the vandalism that has recently taken place.</p> <ul style="list-style-type: none"> ➤ There has been vandalism on the north side of the Hill & Plain building and also to the north side of the SMS building. ➤ SNIS is difficult to monitor because of the long driveway. Perpetrators see the lights coming up the driveway and have ample time to run away. ➤ There has been more vandalism this year than in past years. ➤ The fields at JPS get dug up from vehicles. <p>Discussion:</p> <ul style="list-style-type: none"> ➤ Would like the PD to step up patrols. ➤ Installation of small security cameras. ➤ Install fencing or some sort of barriers. ➤ Install additional lighting on the back of the buildings. ➤ Any combination of the above. ➤ Repair of vandalism comes out of the Facilities budget. There is a \$10,000 deductible to meet to file an insurance claim and most repairs are less than \$10,000. ➤ It was suggested to speak with some security companies for additional opinions. ➤ Signs stating “under video surveillance” with small cameras could be installed. ➤ Police reports are filed when vandalism occurs. ➤ Costs for implementing some of these ideas were requested. ➤ Previously there was discussion regarding upgrading the Facility Plan and the issue of security is part of that. ➤ Mr. Calhoun will come back to the Facilities Committee with suggested costs to implement some of the suggestions. 	<p>Additional Security for H&P, SMS and SNIS</p>
<p>G.</p>	<p>Mr. Calhoun discussed the request to remove the hydrant in front of the high school.</p> <ul style="list-style-type: none"> ➤ Mr. Calhoun received a call from the state stating that the hydrant in front of the high school belongs to the BOE. ➤ After researching the issue, it has been 	<p>Hydrant on State Right-of-Way – Relocation Costs</p>

	<p>determined that the hydrant is not necessary for the building.</p> <ul style="list-style-type: none"> ➤ The hydrant will be terminated and shut off at the expense of the BOE. 	
H.	<p>Mr. Calhoun gave an overview of the issue regarding the Right-of-Way on the Hill & Plain School property.</p> <ul style="list-style-type: none"> ➤ The town is in litigation with the property owner regarding land use. ➤ There is equipment/vehicles to the back of the property on the right-of-way. ➤ The Zoning Dept has inquired as to what the BOE is doing about this equipment/vehicles. ➤ The BOE could join with the town regarding legal action. ➤ The concern is environmental as well as liability. <p>Discussion:</p> <ul style="list-style-type: none"> ➤ The Board Chairperson has contact the BOE legal counsel who will be contacting town counsel, Attorney DeBella. Board counsel will then get back to the Board Chairperson with a recommendation. 	Discussion of the Right-of-Way on Hill & Plain School Property
4.	<p>Motion by Mrs. Marandola: Move that the Facilities Committee adjourn. Seconded by: Mr. Ruggiero</p> <p>Aye: Mr. McSherry, Mrs. Marandola, Mr. Ruggiero, Mr. Vita Nay: Abstain:</p> <p>Motion Passed – Unanimously</p> <p>The Facilities Sub-Committee adjourned at 7:15 p.m.</p>	<p>Motion made and passed that the Facilities Committee meeting adjourn.</p> <p>Adjournment</p>

Respectfully submitted,

Mr. Tom McSherry
Facilities Chairman