


**New Milford Board of Education
 Facilities Sub-Committee Minutes
 October 9, 2018
 Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
 Mrs. Angela C. Chastain
 Mr. Bill Dahl
 Mrs. Eileen P. Monaghan

Also Present: Dr. Stephen Tracy, Interim Superintendent
 Mr. Kevin Munrett, Facilities Director
 Mr. Nestor Aparicio, Assistant Facilities Director
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations
 Ms. Ellamae Baldelli, Director of Human Resources

1.	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley.</p>	<p>Call to Order</p>
2.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none 	<p>Public Comment</p>
3.	<p>Items of Information</p> <p>A. Oil Tanks</p> <ul style="list-style-type: none"> • Mr. Munrett thanked the Board for their assistance with additional funding for the HPS oil tank project. The request is on the Town Council agenda tonight. He said Mitchell Oil has provided a 1,000 gallon temporary tank free of charge to heat the building. It has been piped into the building and will be tested tonight. He said sign off on the above ground tank placement should happen in a few days, with the new above ground tank on site within a few weeks. They will use a prefab slab for placement. The same vendor was awarded the Lillis bid and is ready to start that project as well since the new underground tank purchased for HPS can be used. • Mr. Dahl asked if looking back at the project's problems anything could have been done differently so as to identify the problems earlier. Mr. Munrett said it was tough to say. 	<p>Items of Information</p> <p>A. Oil Tanks</p> <div style="text-align: right;">  RECEIVED TOWN CLERK 2018 OCT 11 A 10:39 NEW MILFORD, CT </div>

	<p>There are processes that have to be followed in a project like this, and this was a big hiccup in the line; unfortunately the pricing reflects the difficulty.</p> <ul style="list-style-type: none">• Mrs. Monaghan asked about the sizes of the various tanks. Mr. Munrett said the new underground tank is 10,000 gallons; the above ground is 6,000 gallons; and the temporary tank is 1,000 gallons. He said the above ground tank currently in place at NES is 10,000 gallons.• Dr. Tracy said the project clearly points out the need for “as built” plans going forward so we do not have this issue in the future.• Mrs. Monaghan asked about the status of the old underground tank. Mr. Munrett said it was filled with concrete last week and abandoned per code.• Mr. Dahl said he wonders what the vendor will find when they start the Lillis work. <p>B. NMHS Roof</p> <ul style="list-style-type: none">• Mr. Munrett said as a result of funding approved by the Town Council, the district was able to start emergency roof repairs last week. Noisy work will start this week and Mr. Munrett will keep high school administration apprised. He said there was a pre-bid meeting and walkthrough for the full project with interested vendors last week.• Mr. Dahl asked about the status of the insurance reimbursement. Mr. Giovannone said the Town had provided \$135,000 in emergency funding while they wait for the insurance reimbursement check of \$279,000. The check will be payable to the Town and come to Mr. Giovannone’s attention at the BOE for deposit into a designated Town account. There will need to be discussion going forward as to what will be done with the surplus left in the account, since there will be \$144,000 left in funding towards full replacement.• Mr. Dahl asked why the repair has been so slow in getting done. Mr. Munrett said the	<p>B. NMHS Roof</p>
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	<p>insurer took time to send adjusters and estimators, and then the discussions with the Town took time as well.</p> <ul style="list-style-type: none">• Mrs. Chastain said there was also a misunderstanding regarding the amount of insurance reimbursement. Mr. Giovannone said the \$1.5 million quoted was never referenced at any of the BOE meetings. It was mentioned by the Town Finance Director at a meeting and went from there.• Dr. Tracy asked when the bids are due for the two scenarios they are considering: asphalt or metal with solar. Mr. Munrett said on October 12 to Garland and then to the district on October 19. The Board will have them in place to discuss at November meetings in order to make a recommendation to the Town for their December meetings and the January bond cycle.	
<p>C. SNIS A/C Condensation</p>	<ul style="list-style-type: none">• Mr. Munrett said this is not an uncommon situation in buildings where air conditioning has been added after the fact. The envirosience consultant Fuss and O’Neill is exploring options going forward. There are many different price options; it will depend on what the Board wants to do.• Mrs. Monaghan asked what the cost was of the temporary fix to get school open. Mr. Munrett said it was between \$6-7,000.• Mr. McCauley asked if this is a consideration for next year’s budget. Mr. Munrett said if the Board wished to consider it. He said the report alone is costly.• Mrs. Monaghan asked if there were complaints from students and staff. Mr. Munrett said some, at the beginning.• Dr. Tracy said he heard from one parent and a few of the teachers who were in the affected area. Right now the district is band-aiding the situation.	<p>C. SNIS A/C Condensation</p>

<p>D. NES Eagle Scout project</p> <ul style="list-style-type: none"> • Mr. Munrett said Eagle Scout Matt Marano is now working on a compost bin for the NES garden. He said he thinks it is a great idea and the principal agrees. The project is under the dollar threshold that needs Board approval but he wanted to give it recognition. • Dr. Tracy said he would like to see pictures when it is done and some kind of thank you celebration. • Mr. McCauley suggested all the Eagle Scouts be recognized at a future BOE meeting. 	<p>D. NES Eagle Scout project</p>
<p>E. 5 Year Facilities Capital Plan</p> <ul style="list-style-type: none"> • Mr. Munrett said this is a living document and changes as needs changed. Some projects get pushed out or cut and pricing is adjusted when required. • Mrs. Chastain asked for a breakdown of what has been expended so far this year out of the \$325,000 capital included in the budget. She said she strongly suggests that we do not further deplete the capital reserve next year as it is getting low and is not the right call. It is not designed to fund the budget but for big projects. • She also said that she finds the plan somewhat uneven with big purchases some years and not others. She asked if there was a way to spread costs out equitably from year to year so that the budget is more stable. • Mr. Munrett said some years have big expenditures. For example he said a tractor costs \$110,000 but it is the heavy lifter for all district work. Mrs. Chastain asked if there was equipment that could be borrowed from the Town instead. Mr. Munrett said he will investigate and that they do share when they can. 	<p>E. 5 Year Facilities Capital Plan</p>
<p>F. Possible Budget Drivers</p> <ul style="list-style-type: none"> • Mr. Munrett said there is nothing unforeseen 	<p>F. Possible Budget Drivers</p>

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	<p>right now besides what is in the five year plan. He would like to open up discussion with the Board members as to their thoughts.</p> <ul style="list-style-type: none"> • Mrs. Chastain said the NES parking lot needs help regarding traffic flow. • Mr. Dahl said the same can be said for Schaghticoke’s parking lot. 	
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
5.	<p>Adjourn</p> <p>Mrs. Monaghan moved to adjourn the meeting at 7:10 p.m., seconded by Mr. Dahl and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:10 p.m.</p>

Respectfully submitted:

Brian McCauley, Chairperson
 Facilities Sub-Committee