

**NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
50 East Street
New Milford, Connecticut 06776**

**FACILITIES SUB-COMMITTEE
MEETING NOTICE**

DATE: September 7, 2010
TIME: 6:30 P.M.
PLACE: Lillis Administration Building—Room 2

AGENDA

- 1. Call to Order**
- 2. Public Comment**

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

- 3. Discussion and Possible Action**
 - A. Overview of Summer Projects**
 - B. Update on Possible East Street Relocation**
 - C. Hill & Plain Parking Lot Project**
- 4. Adjourn**

GEORGE C. BUCKBEE
TOWN CLERK *GM*

2010 SEP -3 P 2:59

NEW MILFORD, CT

Sub-Committee Members: Mr. Daniel W. Nichols, Chairman
Mr. Tom McSherry
Mr. Bill Wellman
Mr. Rod Weinberg

Alternates: Mrs. Alexandra Thomas
Mr. David A. Lawson



John E. Calhoun
Facilities Manager

NEW MILFORD PUBLIC SCHOOLS

FACILITIES DEPARTMENT

50 East Street
NEW MILFORD, CT. 06776

Telephone: (860) 354-6265

Fax: (860) 210-2233

To: New Milford Board of Education
Re: Summer Projects 2010
Date: September 3, 2010

DISTRICT-WIDE

Stripped, scrubbed, and re-waxed all floors in each building and shampooed carpets. Sanitized rest rooms and cleaned, dusted, and washed all walls and all classroom furniture and surfaces.

Sanded and recoated all gymnasium wood floors; sealed synthetic gym floors throughout the district, as well as inspected and serviced all gym partition doors.

Pumped, inspected, and disposed of waste from all septic and grease tanks at each facility.

Inspected and repaired all fire extinguishers, fire alarms, emergency lights, and fire suppression systems.

Cleaned and inspected all kitchen ductwork and hood systems.

Cleaned, serviced, and repaired boilers, burners, and hot water heaters in all buildings.

Replaced all hallway, classroom, and rest room stained and damaged ceiling tiles.

Replenished bark mulch at each playground to meet internal safety standards.

Painted areas throughout the school buildings as needed.

Purchased a trail vacuum for the mower at Northville and Schaghticoke for the upkeep of the athletic fields and grounds.

Traded in an older model pick-up truck and tractor for new models as repair costs exceeded the older equipment's value.

HILL & PLAIN ELEMENTARY

Replaced worn or torn carpet entry mats with new materials that reduces chances of falls or slips due to dirt and moisture.

Installed leaf strainers on the new gutter system.

Replaced entire third grade wing and gym lobby, vinyl floor tile due to deterioration and surface cracks from poor sub floor conditions.

Replaced numerous window screens throughout the building.

Installed a new loading dock gate to replace an unsafe, rusted gate.

Purchased a new battery-powered burnisher to replace unit that required frequent service calls and maintenance.

Provided all of the custodial services outlined under the “district-wide accomplishments” section of this report.

Provided all of the contracted services necessary to meet all building and safety codes. These services are outlined under the “district-wide accomplishments” section of this report.

NORTHVILLE ELEMENTARY

Replaced old and worn carpet in numerous classrooms with vinyl tile to ensure safety and promote healthy air quality in those areas.

Purchased a new battery-powered, automatic scrubber to replace unit that required frequent service calls and maintenance.

Replaced worn or torn carpet entry mats with new materials that reduces chances of falls or slips due to dirt and moisture.

Installed a new exterior kitchen door for greater safety and energy efficiency.

Installed a chain link fence on both the East and West sides of the property to provide more safety for the students while at recess.

Replaced deteriorated sections of concrete sidewalks as liability prevention.

Provided all of the custodial services outlined under the “district-wide accomplishments” section of this report.

Provided all of the contracted services necessary to meet all building and safety codes. These services are outlined under the “district-wide accomplishments” section of this report.

PETTIBONE ELEMENTARY

Replaced worn or torn carpet entry mats with new materials that reduces chances of falls or slips due to dirt and moisture.

Purchased a new battery-powered burnisher to replace unit that required frequent service calls and maintenance

Replaced or repaired all of the roof-top exhaust fan units.

Began the process of retrofitting all of the pneumatic thermostats in the classrooms with digital units that will tie into our energy management system.

Rebuilt the boiler's hot water pump to improve heating efficiencies throughout the building.

Replaced numerous window screens throughout the building.

Provided all of the custodial services outlined under the "district-wide accomplishments" section of this report.

Provided all of the contracted services necessary to meet all building and safety codes. These services are outlined under the "district-wide accomplishments" section of this report.

SARAH NOBLE INTERMEDIATE SCHOOL

Repainted all inside areas that were in poor condition due to normal wear and tear.

Replaced an inoperative, rooftop air conditioner compressor.

Replaced worn or torn carpet entry mats with new materials that reduces chances of falls or slips due to dirt and moisture.

Reinstalled gymnasium's divider by means of reconditioning and servicing existing door to perfect working order. Necessary for noise reduction while conducting multiple class sessions.

Made numerous asphalt repairs to the parking lot and access road.

Repaired water damaged and rusted rear Entry Bridge.

Re-caulked multiple exterior windows for moisture prevention.

Installed a rear access security gate to prevent vehicles from entering the playground area while allowing access for emergency vehicles when the gate is opened.

Purchased a new battery-powered automatic scrubber to replace unit that required frequent service calls and maintenance.

Provided all of the custodial services outlined under the “district-wide accomplishments” section of this report.

Provided all of the contracted services necessary to meet all building and safety codes. These services are outlined under the “district-wide accomplishments” section of this report.

SCHAGHTICOKE MIDDLE SCHOOL

Completed the final phase of the rooftop repairs on the missing coping and damaged surface areas of the flat roof at the site.

Replaced an inoperative rooftop air conditioner compressor.

Began the process of installing Air Handling Unit (AHU) and Roof Top Unit (RTU) controls to tie into our energy management system. This change will allow for more efficient usage of the devices.

Replaced worn or torn carpet entry mats with new materials, reducing chances of falls or slips due to dirt and moisture.

Complete retrofit of room 108 for the Special Ed. Program which included painting, cabinetry, appliances, door retrofits and room dividers.

Purchased a new battery powered automatic scrubber to replace unit that required frequent service calls and maintenance.

Repainted several areas inside the building that were in poor condition due to normal wear and tear of the building.

Provided all of the custodial services outlined under the “district-wide accomplishments” section of this report.

Provided all of the contracted services necessary to meet all building and safety codes. These services are outlined under the “district-wide accomplishments” section of this report.

NEW MILFORD HIGH SCHOOL

Repainted several areas inside the building that were in poor condition due to normal wear and tear of the building.

Re-sodded the interior area of the soccer field and re-seeded all other fields.

Installed a new section of irrigation to provide for soccer field.

Provided all of the custodial services outlined under the “district-wide accomplishments” section of this report.

Provided all of the contracted services necessary to meet all building and safety codes. These services are outlined under the “district-wide accomplishments” section of this report.

Installed new bollard posts, replacing existing “lighted bollards” and providing traffic safety as well as reducing unnecessary exterior lighting.

Made many modifications to the boiler controls allowing for maximum output while reducing energy costs.

Replaced worn or torn carpet entry mats with new materials, reducing chances of falls or slips due to dirt and moisture.

CENTRAL OFFICE AND THE LARSON FARM

Repaired deteriorated upper portion of Central Office main chimney, alleviating risk of falling debris and possible liability.

Made asphalt repairs to frost heave and water deteriorated areas of the East Street parking lot.

Repaired the roof and cupola at the Central Office.

Re-roofed the two smaller barns (white) at the Larson Farm complex.

**New Milford Board of Education
 Facilities Sub-Committee
 September 7, 2010
 Lillis Administration Building, Room 2**

Present:	Mr. Daniel W. Nichols, Chairman
	Mr. Tom McSherry
	Mr. Bill Wellman
	Mr. Rod Weinberg
Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. John Calhoun, Facilities Manager
	Mr. Leo Rogoza, Assistant Facilities Manager

GEORGE C. BUCKBEE
 TOWN CLERK
 2010 SEP 10 A 9:21
 NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:30 p.m. by Mr. Nichols.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Mrs. Alexandra Thomas as taxpayer, 15 years on the Board of Education, and member of the Ad hoc Committee on Efficiency, commended Mr. Calhoun on the list of accomplishments. She requested information on man hours (ours) vs. contracted; how many groups used the buildings during the summer; East Street relocation (Ad hoc committee wants to participate in that discussion). Further, Mrs. Thomas expressed disappointment that not all are working together referring to Hill and Plain Parking Lot project. 	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
3.A.	Overview of Summer Projects <ul style="list-style-type: none"> Mr. Calhoun prepared an extensive report of summer projects 2010 including district-wide and individual school accomplishments. The report included regular maintenance items; replacement of ceiling tiles in hallways, classrooms and restrooms; replenishment of bark mulch at playgrounds; painted areas as needed; purchase of a trail vacuum for a mower at Northville and Schaghticoke and trade of older pick-up truck and tractor for newer equipment. <p>Highlights of individual school accomplishments:</p> <ul style="list-style-type: none"> Mr. Calhoun complimented the facilities staff who worked without complaint at Hill & Plain during the summer heat with no air conditioning. 	Overview of Summer Projects

	<ul style="list-style-type: none"> • Northville Elementary – replaced carpet in classrooms where there had been allergy issues. Installed a new exterior kitchen door for greater safety. • Pettibone Elementary – replaced/repared roof-top exhaust fan units; began retrofitting all pneumatic thermostats with digital units. • Sarah Noble Intermediate School – reinstalled gymnasium’s divider which was uncovered from behind sheetrock wall. • Schaghticoke Middle School – began installing Air Handling Unit and Roof Top Unit controls. • New Milford High School – installed new section of irrigation in soccer field; hope to tie in other fields. • Central Office and The Larson Farm – repaired upper portion of Central Office main chimney; repaired roof and cupola at Central Office (leaks had caused the ceiling in Youth Agency area to fall in). Re-roofed two smaller barns at Larson Farm complex; all barns and house have new roofs. • More projects were done in-house this year than before. A low voltage electrician was hired this year; electrical inspections have resulted in savings. • Mr. Wellman inquired if the replacement of pick up truck and trailer was because of on going costs and frequency of repairs. Mr. Calhoun’s reply: ‘absolutely’. 	
<p>3.B.</p>	<p>Update on Possible East Street Relocation</p> <ul style="list-style-type: none"> • Mr. Calhoun researched the relocation of East Street to Pettibone; through several contacts Esposito Design Associates was found. With the use of the prior study data, the firm prepared a quote that includes initial program meeting and review of existing conditions at Pettibone, schematic plans, preparation of new design plan, layout and presentation of plans for \$1,605.00. There might be costs i.e. reproduction, postage, etc.; the firm will present a written quote. • Mr. Wellman asked why the focus on Pettibone? Mr. Calhoun commented other schools’ layouts 	<p>Update on Possible East Street Relocation</p>

	<p>were not feasible; there were parking issues; and Pettibone has a central location and is on one floor for ease in compliance with ADA standards.</p> <ul style="list-style-type: none"> • Mr. McSherry was curious to see what the Town would do with the Youth Agency. • Dr. Paddyfote met with Mr. Mankin today; the Youth Agency Board members want to be involved with any dialog regarding relocation; they feel strongly about remaining in this building. <p>Mr. McSherry moved to bring to the full board the authority for Mr. Calhoun to commit \$1,605.00 to do an assessment of relocation of East Street. Mr. Weinberg seconded the motion which passed unanimously:</p>	<p>Motion passed unanimously to bring to the full board authorization for Mr. Calhoun to commit \$1605.00 for assessment of relocation of East Street.</p>
<p>3.C.</p>	<p>Hill & Plain Parking Lot Project</p> <ul style="list-style-type: none"> • Mr. Calhoun explained the project includes access roads and playground. With the contractor's drawings, Mr. Calhoun requested waivers from engineering site plans; storm water management plans. Changes in legislation deal with drainage. He has approached Planning and Zoning; ZEO has notified Mr. Calhoun of what is needed including trees and plantings plan. Public Works is concerned about two curb cuts. All agencies involved want to be sure the project is done properly. The playground equipment is antiquated and replacement has been received. The type of lighting on site is no longer allowed; a lighting plan is required. • The health department is involved; DEP will need to be contacted regarding playground equipment being installed in the vicinity of the leach area. • When asked about the timeline and start up date for this project, Mr. Calhoun replied that depends on the approval process; work can be done when school is in session and not be disruptive. The project's various facets will require coordination including the fall schedule for the asphalt plants. 	<p>Hill & Plain Parking Lot Project</p>

**New Milford Board of Education
Facilities Sub-Committee
September 7, 2010
Lillis Administration Building, Room 2**

4.	Adjourn Mr. McSherry moved to adjourn the meeting at 7:26 p.m., seconded by Mr. Weinberg. Motion passed unanimously.	Adjourn The meeting adjourned at 7:26 p.m.
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Respectfully submitted,



Daniel W. Nichols, Chairman
Facilities Sub-Committee