

**New Milford Board of Education  
 Facilities Sub-Committee Minutes  
 November 1, 2016  
 Lillis Administration Building—Room 2**

Present: Mr. Robert Coppola, Chairperson  
 Mrs. Angela C. Chastain  
 Mr. Bill Dahl  
 Mr. Brian McCauley, alternate

Absent: Mr. David A. Lawson

Also Present: Mr. Joshua Smith, Superintendent  
 Ms. Alisha DiCorpo, Assistant Superintendent  
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
 Mr. Kevin Munrett, Facilities Manager  
 Mr. Nestor Aparicio, Assistant Facilities Manager  
 Ms. Roberta Pratt, Director of Technology  
 Ms. Ellamae Baldelli, Director of Human Resources  
 Mrs. Laura Olson, Director of Pupil Personnel and Special Services

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 NEW MILFORD, CT

1.	<p><b>Call to Order</b></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. Coppola. Mr. McCauley was seated in the absence of Mr. Lawson.</p>	<p><b>Call to Order</b></p>
2.	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<p><b>Public Comment</b></p>
3.	<p><b>Discussion and Possible Action</b></p> <p>A. <b>East Street</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola distributed a classified ad from the October 28, 2016 Spectrum requesting the submission of proposals for town owned property at 50 East Street. He said the Mayor has said he is not marketing the property, but this advertisement which includes a request for deposit seems to indicate otherwise. Mr. Coppola said he is requesting that Mr. Munrett provide tours of the East Street property to any Board members who wish since some of them may not be familiar with the whole building and the third floor would be available to the BOE when the Youth Agency moves to JPS.</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p>A. <b>East Street</b></p>

- Mrs. Chastain said she agrees that East Street is being marketed for sale and thinks it is extremely premature since there has been no motion by the Board to release the building. She said she cannot consider that until she knows what the current cost to install an elevator at East Street would be.
- Mr. Coppola said this could be the next to last meeting of the Facilities meeting in its current configuration since the annual meeting in December may lead to the election of a new Chair who may change sub-committee assignments. He said this is the committee's chance to decide forward action. He asked if they wanted to discuss hiring an engineer or contractor or go with the information they already have from past reports.
- Mrs. Chastain said she wanted current information and that the Town should pay the cost since they are the ones asking us to vacate.
- Mr. Coppola said it was his opinion that the Town would not pay for any studies to East Street as the push is to move to JPS. He said he thinks JPS could be a great place but the quality of the facility is an issue.
- Mr. Dahl said he doesn't think the Town is interested in putting any money into East Street either. He likes JPS as a site and suggests waiting until June to see what the facility looks like at that point and decide then if it meets standards for administrative offices.
- Mr. McCauley said he does think JPS is the better option. He agrees that any work to install an elevator and fix bathrooms at East Street for ADA compliance will be at the Board's expense. He would like to know what the Board's responsibility will be for long term costs at JPS.
- Mr. Dahl asked if there was any money in the budget to fund studies for East Street. Mr. Giovannone said not in the Facilities budget and it was too early to say regarding the general budget. Mr. Smith said they would make adjustments to the budget as needed if the Board wants to go forward with any

<p>studies.</p> <ul style="list-style-type: none"><li>• Mrs. Chastain said she was not saying that JPS is not a better choice but she doesn't have the information to make an informed decision. She said she wants the Town to be asked to do the study. She said money spent by the BOE on either building is money not spent on students.</li><li>• Mr. McCauley said he thinks the topic deserves more conversation with the full Board.</li></ul> <p>Mrs. Chastain moved to bring a request to hire an engineer or contractor to determine the costs for East Street ADA compliance and to seek funding for the study from the Town to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p><b>B. Pickett District Property</b></p> <ul style="list-style-type: none"><li>• Mr. Coppola said the last Board minutes included a discussion about requesting a lease agreement from the Town for JPS. He said he would like the length of the lease and its parameters, including what the Town is responsible for, spelled out. He would like to see the Superintendent, as the Board's CEO, delegated to speak to the Mayor on this topic.</li><li>• Mr. Dahl asked if the Board could regain control of JPS if they move there. Mr. Smith said no because legally it had been turned back over to the town, ending its "continuous use" as an educational facility. He said his current understanding is that the Board would be tenants, not stewards, of the building.</li><li>• Mr. McCauley said the fact that the Town is responsible for JPS and not the Board could work to the Board's advantage provided the lease is sufficiently long term as it would help alleviate the Board's liability for large scale facility repairs.</li><li>• Mrs. Chastain said that she wants to see the terms spelled out to show repairs, such as the new roof that JPS will need, will not be the</li></ul>	<p><b>Motion made and passed unanimously to bring a request to hire an engineer or contractor to determine the costs for East Street ADA compliance and to seek funding for the study from the Town to the full Board for approval.</b></p> <p><b>B. Pickett District Property</b></p>
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	<p>Board's responsibility. She asked whether having students at JPS would be allowed as they are now at East Street.</p> <ul style="list-style-type: none"><li>• Mr. Smith said how we define student programs gives us some leeway. There are some grey areas to clarify but the buildings in question are not viewed by the state as independent schools so programs will in all likelihood be able to continue.</li><li>• Mr. Dahl said he would like to see a lease agreement as well.</li><li>• Mrs. Chastain said she was not sure the vision is the same between the Board and the Town on the look of the finished product and needs.</li><li>• Mr. Coppola said any vote to turn the East Street building over to the Town could include conditions including a timeframe.</li><li>• Mrs. Chastain asked if any of the current groups moving to JPS have an agreement with the Town. Mr. Smith said he would anticipate that is not the case as the departments in question are all directly budgeted through the Town unlike the BOE which has its own separate budget.</li></ul> <p>Mr. Coppola moved to bring a request to have the Superintendent request a lease agreement from the Town for the JPS property to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p><b>C. NMHS Athletic Wing Outside Improvement Plan</b></p> <ul style="list-style-type: none"><li>• Mr. Munrett referenced the memo provided by Mr. Lipinsky regarding this project.</li><li>• Mr. Coppola asked if the LMC was open after school for athletes. Mr. Smith said it is.</li><li>• Mrs. Chastain asked if the future maintenance of this project would be folded into the budget going forward and Mr. Munrett said yes, it would be.</li></ul>	<p><b>Motion made and passed unanimously to bring a request to have the Superintendent request a lease agreement from the Town for the JPS property to the full Board for approval.</b></p> <p><b>C. NMHS Athletic Wing Outside Improvement Plan</b></p>
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	<p>Mr. Dahl moved to bring the NMHS Athletic Wing Outside Improvement Plan to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to bring the NMHS Athletic Wing Outside Improvement Plan to the full Board for approval.</b></p>
<p><b>4.</b></p> <p><b>A.</b></p>	<p><b>Items of Information</b></p> <p><b>A. SMS Roof</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said the project is nearing completion with only edge metal and painting work still to be done. Weather permitting, it should be complete within the next few weeks.</li> </ul> <p><b>B. NMHS Chiller</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said the chiller is being piped into the building and, if the weather cooperates, should be ready for testing next week.</li> </ul> <p><b>C. Air Conditioning at SMS</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said he received a very preliminary proposal from Air Temp, a current vendor, regarding the cost of air conditioning for SMS. They gave a ballpark figure of 1.3 to 1.4 million dollars which does not include the cafeteria or gym.</li> <li>• Mr. Coppola asked if the topic should be moved to Operations since funding is involved. Mr. Smith said the air conditioning topic initiated from the Board. He suggested that if this is something the Board is interested in exploring further then future discussions should be expanded to include the other district buildings which are not currently climate controlled and a comprehensive plan developed for funding.</li> </ul> <p>Mr. McCauley moved to bring the topic of air conditioning at SMS to the full Board for discussion.</p>	<p><b>Items of Information</b></p> <p><b>A. SMS Roof</b></p> <p><b>B. NMHS Chiller</b></p> <p><b>C. Air Conditioning at SMS</b></p> <p><b>Motion made and passed unanimously to bring the topic of air conditioning at SMS to the full Board for discussion.</b></p>

	<p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p><b>D. Preliminary Forecast of Budget Needs</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said in his twelve months on the job in New Milford it has become apparent to him that equipment has been underfunded in recent years with many items in desperate need of replacement.</li> <li>• Mr. Coppola asked if Mr. Munrett would bring more specifics to the next meeting and he said he would.</li> <li>• Mr. Smith said they continue to adjust this year's Facilities budget to reflect use by building. He said the lack of external storage for equipment is an issue and they had tried to fund a metal shed at the end of last year but were unable to get it done in time. If funds open up at the end of this year, they will look to do this as a spring project.</li> </ul>	<p><b>D. Preliminary Forecast of Budget Needs</b></p>
<p><b>5.</b></p>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Greg Mullen said at the last Board meeting there was discussion about forming a committee to look at the overall project of whether or not to move to JPS. He said he was concerned that there was no discussion about that tonight.</li> <li>• Steve Looney said he has the same concern. He said he feels some Boards are getting backed into making decisions and that there is a lack of communication from the Mayor's office on the issue of JPS and East Street. He said the initial funding works out to \$3 per square foot which is unrealistic. He said the Board is talking about having children in the JPS building and he is concerned with their possible interaction with other groups that may be housed there. Regarding funding, townspeople have supported the BOE budget in the past and he doesn't see why that would change in the future. He said East Street is grandfathered in</li> </ul>	<p><b>Public Comment</b></p>

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	<p>for ADA compliance, and while it would be nice to bring the building up to compliance, that is not the Board's responsibility. He said the Board is a separate entity now at East Street; that would not be the case at JPS.</p> <ul style="list-style-type: none"><li>• Mr. Coppola said he agreed with many of the public comments.</li></ul>	
<b>6.</b>	<p><b>Adjourn</b></p> <p>Mrs. Chastain moved to adjourn the meeting at 7:32 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 7:32 p.m.</b></p>

Respectfully submitted:



Robert Coppola, Chairperson  
Facilities Sub-Committee