

**New Milford Board of Education  
 Facilities Sub-Committee Minutes  
 April 5, 2016  
 Lillis Administration Building, Room 2**

NEW MILFORD, CT

2016 APR - 7 P 12:30

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**Present:** Mr. Robert Coppola, Chairperson  
 Mrs. Angela C. Chastain  
 Mr. Bill Dahl  
 Mr. David A. Lawson

**Also Present:** Mr. Joshua Smith, Interim Superintendent of Schools  
 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

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.</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><b>A. Five Year Facilities Capital Plan 2016-2021</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said this plan is a projection of needs identified at this time but is a fluid document and may change as needs change.</li> <li>• Mr. Coppola asked about the vehicle replacement line. Mr. Munrett said there are 27 vehicles in the fleet, of which 27% are 15 years or older. The plan recommends replacement of one heavy duty plow use vehicle per year for the next five years.</li> <li>• Mr. Dahl asked if the surplus vehicles are sold. Mr. Smith said they are usually traded in which is cleaner for accounting purposes.</li> <li>• Mr. Coppola said he would like to see security enhancements discussed at a future full Board meeting in executive session for all Board members to hear including the</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Five Year Facilities Capital Plan 2016-2021</b></p>

	<p>newly elected ones who may not have as much familiarity with procedures. He said this would also help make the community aware that the Board is constantly reviewing this important area.</p> <ul style="list-style-type: none"> <li>• Mr. Dahl asked for clarification on the 2017-18 SMS athletic field update and Mr. Munrett said that was fencing replacement.</li> <li>• Mr. Coppola said he was concerned with the roof replacement line items and asked what roof was referenced. Mr. Munrett said it is the Northville roof and they have already started assessments based on the leaks being reported. Discussion will continue at future meetings.</li> <li>• Mr. Lawson said he did not see any items on the report for the Lillis Building and Mr. Munrett said that was correct; there is nothing capital related being proposed.</li> </ul> <p>Mr. Dahl moved to bring the Five Year Facilities Capital Plan 2016-2021 to the full Board for approval.</p> <p>Motion seconded by Mr. Lawson.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to bring the Five Year Facilities Capital Plan 2016-2021 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>PCB Testing</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said two experts spoke to the committee at the last meeting and his takeaway from those conversations was that it is not necessary to do testing unless material is being disturbed. He asked for confirmation that the committee agreed that the SMS roof is being taken care of as appropriate and no further testing is needed beyond that.</li> <li>• Mrs. Chastain said she was surprised to see an article in the Spectrum that said the issue was already decided. She said she thought Mr. Lawson had said at the last meeting that the</li> </ul>	<p><b>Items of Information</b></p> <p><b>A. PCB Testing</b></p>

	<p>town was requiring testing and asked what had changed.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson said he cannot speak for the town.</li> <li>• Mrs. Chastain asked that follow up be done with the town to confirm one way or another.</li> <li>• Mr. Coppola asked Mr. Munrett to check and said he would put the item back on a future agenda if necessary.</li> </ul> <p><b>B. Overtime Update</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett highlighted the new format of the report and thanked Mr. Giovannone for its preparation.</li> <li>• Mr. Smith said the new report brings the maintenance and custodial information together on one sheet and adds the percentages from year to year for a more accurate overall picture.</li> <li>• Mr. Giovannone said the closing of JPS brought about additional expenses in these categories but the easy winter is helping to balance that out.</li> <li>• Mr. Smith said as new reports are suggested they will show the committee both old and new versions so they can decide which works better and make any suggestions for change.</li> <li>• Mr. Coppola said he prefers the new report which he finds very clear.</li> </ul> <p><b>C. SNIS Catwalk Project</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said the bids are in for this project and only one was submitted. They are looking to use capital funds for this project.</li> <li>• Mr. Coppola asked if the bid was acceptable and Mr. Munrett said it was a little higher than the estimate but the estimate was a year old at this point and steel has gone up in price. He said this project has also been structured to allow the catwalk to be accessible in the summer so that factored into the cost.</li> <li>• Mr. Coppola asked what the next step is and</li> </ul>	<p><b>B. Overtime Update</b></p> <p><b>C. SNIS Catwalk Project</b></p>
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<p><b>D.</b></p>	<p>Mr. Smith said the Board had approved a request for capital reserve funds from the town and now the mechanics of finalizing their use just need to be worked out.</p> <p><b>D. NMHS Chiller Project</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said two bids were received for this project and he was pleased to see that the lower price was given by his preferred vendor.</li> <li>• Mr. Coppola asked if this would come out of capital reserve as well and Mr. Smith said it was his intention to make that request at the May meeting.</li> <li>• Mr. Coppola asked if the project would be done in the summer and Mr. Munrett said that is the hope.</li> <li>• Mr. Smith said there is a smaller chiller running now that will cover summer usage of the building until this project is complete.</li> </ul>	<p><b>D. NMHS Chiller Project</b></p>
<p><b>5.</b></p>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<p><b>Public Comment</b></p>
<p><b>6.</b></p>	<p><b>Adjourn</b></p> <p>Mr. Lawson moved to adjourn the meeting at 7:06 p.m., seconded by Mr. Dahl and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:06 p.m.</b></p>

Respectfully submitted:



Robert Coppola, Chairperson  
 Facilities Sub-Committee