

**New Milford Board of Education
 Facilities Sub-Committee Minutes
 August 11, 2020
 New Milford High School Library Media Center**

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NEW MILFORD, CT

Present: Mr. Brian McCauley, Chairperson (via Zoom)
 Mr. Pete Helmus
 Mrs. Olga I. Rella (via Zoom)
 Mrs. Angela C. Chastain, Alternate
 Mrs. Wendy Faulenbach, Alternate

Absent: Mrs. Eileen P. Monaghan

Also Present: Dr. Paul Smotas, Interim Superintendent
 Mr. Kevin Munrett, Facilities Director
 Mr. Nestor Aparicio, Assistant Facilities Director
 Ms. Ellamae Baldelli, Director of Human Resources
 Mr. Brandon Rush, Technology Director
 Mrs. Laura Olson, Director of Pupil Personnel and Special Services

1.	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:49 p.m. by Mr. McCauley. Mrs. Chastain was seated for Mrs. Monaghan.</p>	<p>Call to Order</p>
2.	<p>Public Comment</p> <ul style="list-style-type: none"> • Kim Foss requested an explanation of how air exchange works in ventilating rooms in schools without air conditioning. 	<p>Public Comment</p>
3.	<p>Items for Information and Discussion</p> <p>A. NV5 Update</p> <ul style="list-style-type: none"> • Mr. Munrett said NV5 continues their work and the project is moving forward, with weekly meetings. <p>At 6:57 p.m., Mr. McCauley and Mrs. Rella lost contact due to technical issues with the Zoom and YouTube Live feeds. Mrs. Chastain took over as Chair and seated Mrs. Faulenbach as second alternate so that the meeting could continue with a quorum.</p>	<p>Items for Information and Discussion</p> <p>A. NV5 Update</p>

	<p>B. SNIS Air Conditioner - Cafeteria</p> <ul style="list-style-type: none"> • Mr. Munrett said this project is complete and they have filed for the \$6,250 rebate from Eversource. • Mrs. Faulenbach asked when they could expect to receive the check and Mr. Munrett said he did not have a timeframe. <p>C. Elevators – SNIS, SMS</p> <ul style="list-style-type: none"> • Mr. Munrett said the SNIS elevator had a valve problem occur after inspection, which the contractor replaced at their expense. Now the state has to come back to inspect it again and it is inactive until then. • Mrs. Chastain asked if it will be active by September 8. Mr. Munrett said he hopes so but there are very few state inspectors. • Mr. Helmus asked if a federal inspector could be used. Mr. Munrett said it is a state function. • Mr. Munrett said the SMS elevator is leaking oil and service has been called to troubleshoot. • Mrs. Chastain asked if that means the elevator is inactive and Mr. Munrett said that is correct. • Mrs. Faulenbach asked if the repair is covered under contract. Mr. Munrett said it is not and will need to come out of the contracted services budget line. <p>D. NMHS Tennis Courts</p> <ul style="list-style-type: none"> • Mr. Munrett said he reached out to the Mayor at the end of July regarding this project and the Mayor told him that the project will proceed after the auditors approve the transfer of funds. • Mr. Helmus asked if the repair window is closing. Mr. Munrett said the window is dependent on rain and temperature and there is some time still. • Mrs. Faulenbach asked what vendor is doing the work. Mr. Munrett said it is Hinding, the same vendor who did the Youngsfield courts, and who has the state contract. The vendor has said 	<p>B. SNIS Air Conditioner - Cafeteria</p> <p>C. Elevators – SNIS, SMS</p> <p>D. NMHS Tennis Courts</p>
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	<p>they will honor the original bid.</p> <p>E. Update on 2019-20 Capital Projects</p> <ul style="list-style-type: none"> • Mr. Munrett said the high school fire alarm project that was approved for use of these funds will begin next week. <p>F. Air Conditioning – HPS, NES, SMS</p> <ul style="list-style-type: none"> • Mr. Munrett said the packet includes background information for SMS, with pricing from several years ago. NV5 is looking at the air conditioning area in general as a project, but they are many months away from even making suggestions. • Mrs. Faulenbach noted that the information in 2016 was all from one vendor and that additional power units would also have been needed, at additional cost. • Mrs. Chastain asked what options there are for students and staff this September. Mr. Munrett said they are looking to install ceiling mounted fans in rooms, where possible. • Mrs. Chastain asked that staff be reminded to keep blinds down and windows closed as well. • Mrs. Faulenbach said she thought quite a few fans would be needed and asked if it was Mr. Munrett’s intent to take funding from the COVID-19 account. Mr. Munrett said yes. He said the majority will be for SMS, as NES and HPS are in pretty good shape. • Mrs. Chastain noted that at one point guidance prohibited fans. Mr. Munrett said the prohibition is against floor mounted fans. Window fans are okay, as are ceiling fans as long as they draw air from the floor to the ceiling. <p>G. School Reopening Guidelines for 2020-21</p> <ul style="list-style-type: none"> • Mr. Munrett said the guidelines continue to change and they are learning more every day. He and Mr. Aparicio attended two state 	<p>E. Update on 2019-20 Capital Projects</p> <p>F. Air Conditioning – HPS, NES, SMS</p> <p>G. School Reopening Guidelines for 2020-21</p>
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	<p>webinars, one focused on HVAC and one on cleaning. Custodial training will take place August 20.</p> <p>H. Municipal Building Committee (MBC) Projects</p> <ul style="list-style-type: none"> • Mr. Munrett said the MBC did not meet last week. The high school roof project is on hold until November when it will be eligible for a higher reimbursement due to its age. In the meantime, Mr. Munrett is updating the school security plan which is a necessary piece when applying for the reimbursement. The SNIS oil tank project continues to move along. He has also had meetings with the Town regarding sharing services where feasible. 	<p>H. Municipal Building Committee (MBC) Projects</p>
<p>4.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> • Megan Byrd said she would like to see information made available to the public on the district website regarding the ventilation systems in general, detailing last cleaning, type of filtration system used, and the cleaning schedule for the fall. 	<p>Public Comment</p>
<p>5.</p>	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:13 p.m., seconded by Mr. Helmus and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:13 p.m.</p>

Respectfully submitted:



Angela C. Chastain, Chairperson
 Board of Education