

**New Milford Board of Education
Facilities Sub-Committee Minutes
May 14, 2019
Lillis Administration Building—Room 2**

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

Absent: Mr. Joseph Failla

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

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NEW MILFORD, CT

1.	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:46 p.m. by Mr. McCauley.</p>	<p>Call to Order</p>
2.	<p>Public Comment</p> <ul style="list-style-type: none"> SMS student Alex Thibodeau said he is attending the meeting because he is working on a scouting merit badge. He will sit in, take notes, and then do a report on the meeting. 	<p>Public Comment</p>
3.	<p>Items of Information</p> <p>A. Windows 7 Conversion</p> <ul style="list-style-type: none"> Mr. Munrett said Microsoft is no longer supporting Windows 7 as of January 2020. This will impact the security camera server, as well as building management systems further down the road. Mrs. Chastain asked if the computers will be switching to Windows 10 and Mr. Munrett said yes, this addresses the servers. Mrs. Chastain asked if the \$165,000 cost is recommended from year end balance. Mr. Giovannone said yes, for this part of the project. The building control items would wait as there is more time for that full conversion. He said 	<p>Items of Information</p> <p>A. Windows 7 Conversion</p>

there is a projected year-end balance of \$423,000 without this included. If the year-end balance is not used, the Board might want to consider a capital reserve request.

- Mr. Munrett said the project is time sensitive for the bidding process.
- Mr. McCauley asked if this item is on the Operations agenda for consideration. Mr. Giovannone said not yet because it will go to the full Board next week for authorization as a year-end project. If it is authorized, the bid process can start, and the bid will be brought to the June Operations meeting for review.

B. Energy Service Contractors

- 1. Celtic Energy**
- 2. Smart Roof Solar**
- 3. J.K. Energy Solutions**

- Mr. Munrett said there have been a number of meetings with the Town regarding energy initiatives and projects. The Town has signed on with Celtic Energy, received information from Smart Roof Solar, and the BOE has worked with J.K. Energy Solutions on lighting projects in the past. He is looking for guidance from the Board regarding what involvement they might wish to have.
- Dr. Tracy said the Town recently established a Building Committee. He suggested meeting with them to see where they think the Town is going.
- Mrs. Monaghan asked if members had been chosen for the Building Committee.
- Mrs. Chastain said seven members had been named; no BOE member was appointed.
- Mrs. Monaghan said she hoped the Building Committee would be successful in saving the Town money.
- Mrs. Chastain asked what Celtic Energy would be doing. Mr. Munrett said they are surveying Town buildings, looking at all systems, and will then design energy savings projects through

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	<p>Eversource and the like.</p> <ul style="list-style-type: none">• Mrs. Chastain asked if there is a cost and Mr. Munrett said not that he is aware.• Mr. McCauley said he thought it makes sense to join this initiative if the information pans out.• Mrs. Chastain asked who met with Celtic Energy. Dr. Tracy said the Mayor's Office set the meeting and he and Mr. Munrett attended.• Mr. Munrett said Celtic Energy was willing to conference call into the June Facilities meeting if the committee is interested.• Dr. Tracy said he would reach out to the Mayor regarding a meeting with the Building Committee.• Mrs. Monaghan distributed a handout from Smart Roof Solar, which is a follow up to their April information, regarding possible savings related to the roofs.• Mrs. Chastain asked where the original presentation took place and why Mrs. Monaghan was present.• Mrs. Monaghan said it was a meeting with the Mayor and she was there with the Facilities Chair as a Facilities Committee representative. She said she wanted to make sure solar was considered.• Mrs. Chastain said she has an issue with the many separate meetings that seem to be taking place lately that involve discussions with some members and not the full committee. <p>C. HPS Cafeteria Floor</p> <ul style="list-style-type: none">• Mr. Munrett said there is funding for asbestos abatement for one classroom in the budget. However the cafeteria has taken more wear and tear over the past few months than anticipated and it is recommended to do that space over a classroom. Since the cafeteria space is larger, it would be more costly.• Mrs. Chastain said that Food Services has a healthy account balance and asked if those funds could be used for the cafeteria floor. Mr.	<p>C. HPS Cafeteria Floor</p>
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	<p>Giovannone said the use of Food Services funding is very specific and he would check to see if this is an allowed use.</p> <ul style="list-style-type: none">• Dr. Tracy asked about cost. Mr. Munrett said it would be just under \$29,000, about double what is budgeted for a classroom. <p>D. Town Building Committee</p> <ol style="list-style-type: none">1. Oil Tank2. NMHS Roof3. SNIS Roof <ul style="list-style-type: none">• Mr. Munrett said now that the Town Building Committee has been formed, he will be looking for guidance as to what the next steps are for the roofs.• Dr. Tracy said there is some urgency to the planning since summer programs at SNIS would be displaced to the high school if the SNIS roof were to be scheduled for this summer. Notice and coordination of parents and buses will be necessary.• Mr. Munrett said the Lillis oil tank is almost done. The last steps are weather dependent, pouring a concrete pad and asphalt paving. <p>E. Annual Bids</p> <ul style="list-style-type: none">• Mr. Munrett said annual bids for services such as boiler cleaning and septic pumping will be brought to the Board in June. <p>F. Donations</p> <ul style="list-style-type: none">• Mr. Munrett distributed pictures of recent donations from the girl scouts and boy scouts. The girl scouts donated picnic tables to SNIS and a boy scout built a compost bin for NES. He thanked the scouts for the donations.• Mrs. Chastain asked Mr. Munrett to provide contact information so that a formal thank you could be sent.	<p>D. Town Building Committee</p> <ol style="list-style-type: none">1. Oil Tank2. NMHS Roof3. SNIS Roof <p>E. Annual Bids</p> <p>F. Donations</p>
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4.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
5.	Adjourn <p>Mrs. Chastain moved to adjourn the meeting at 7:11 p.m., seconded by Mrs. Monaghan and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 7:11 p.m.</p>

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee