

**New Milford Board of Education  
 Facilities Sub-Committee Minutes  
 November 14, 2017  
 Lillis Administration Building—Room 2**

**Present:** Mr. Brian McCauley, Chairperson  
 Mrs. Angela C. Chastain  
 Mr. Robert Coppola  
 Mrs. Tammy McInerney, alternate

**Absent:** Mr. Bill Dahl

**Also Present:** Mr. Joshua Smith, Superintendent  
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
 Mr. Kevin Munrett, Facilities Director  
 Mr. Nestor Aparicio, Assistant Facilities Director  
 Ms. Roberta Pratt, Director of Technology

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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. McCauley. Mrs. McInerney was seated in the absence of Mr. Dahl.</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</b></p> <p><b>A. Lillis Building ADA Report Prioritization</b></p> <ul style="list-style-type: none"> <li>• Mr. McCauley said this is a weighty subject that will require a lot of discussion.</li> <li>• Mr. Coppola said the first paragraph is key: the building is “grandfathered” and in compliance. There are rooms on the ground floor that can be used for accommodations if needed. Small adjustments can be made at a low cost to make it more accessible without spending millions of dollars.</li> <li>• Mrs. Chastain asked about follow up on an exterior elevator. Mr. Munrett said it is a viable option and would be about the same cost as an interior elevator.</li> <li>• Mrs. Chastain asked if the report looked at adding hand pushes to the ground floor doors for accessibility. Mr. Munrett said not</li> </ul>	<p><b>Discussion</b></p> <p><b>A. Lillis Building ADA Report Prioritization</b></p>

specifically; all doors were considered together.

- Mr. Coppola asked for follow up regarding a possible chair lift for the front stairs. Mr. Munrett said it was not permitted by code.
- Mrs. Chastain said she understands that the third floor is now vacant and asked about expansion. Mr. Smith said it is an open conversation. Right now, it has been used for overflow for a few meetings, and there is discussion about moving the student program up there to free up their room for meetings.
- Mr. McCauley said he was pleased there were no life hazards identified in the report. He said the roof is of most concern to him.
- Mr. Munrett said they had taken care of some minor identified items and agreed that the roof is the next item of importance.
- Mr. Coppola asked what the cost is to replace the roof. Mr. Munrett said approximately \$300,000 for the slate piece, and \$70,000 for the smaller back piece.
- Mr. Smith said they are doing thermal scans of all roofs to determine repair needs and suggested that this project could be bonded in combination with the next roof to be done if the Board wishes to go forward.
- Mrs. McNerney said she was aware of leaks to the special education area of the building and wondered if they should relocate to the third floor.
- Mr. Smith said that is just part of the larger conversation they are having about the need to address roof repairs in some form soon.
- Mr. McCauley suggested that the consultants who did the ADA report could present to the full Board so additional questions could be asked.
- Mr. Coppola said the issue of relocating the administrative offices to JPS is still open.
- Mrs. Chastain said she wanted to know the total cost so the Board can judge what is best.
- Mr. McCauley said they need to look at what is most cost effective for the Board and the Town.
- Mr. Smith said discussion of repairs and ADA

	<p>issues will primarily be determined by how long the Board intends to stay in this building, whether that is one year, five to ten years, or twenty plus years.</p> <ul style="list-style-type: none"> <li>• Mrs. McInerney said that conversation needs to start with the new Town administration.</li> <li>• Mr. Coppola asked if any expenses needed to be added into next year’s budget figures.</li> <li>• Mrs. Chastain said some things will need to be done no matter what since any move would not happen quickly.</li> <li>• Mr. Smith said anything needed within the next 6-12 months to keep the building functioning and up to code should be factored in.</li> <li>• Mr. McCauley said they would continue discussion at the next several Facilities meetings.</li> <li>• Mrs. Chastain suggested this item go to the full Board with a request to start discussion with the new Town administration. Mr. Smith said it was not warned to move forward to the Board for action. Mrs. Chastain suggested that the Facilities Chair should ask the Board Chair to add it to the agenda.</li> <li>• Mr. McCauley agreed to speak with Mr. Lawson about the topic.</li> </ul>	
<p><b>4.</b></p> <p><b>A.</b></p> <p><b>B.</b></p>	<p><b>Items of Information</b></p> <p><b>Advertising program update</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said the program is due to go live on December 1 for contributions. It will be advertised on the district website.</li> <li>• Mrs. McInerney asked if signage will be ready for spring sports and Mr. Munrett said that is the plan.</li> </ul> <p><b>Possible Budget Drivers</b></p> <ol style="list-style-type: none"> <li><b>1. Funding Cycles</b> <ol style="list-style-type: none"> <li><b>a. Asbestos projects</b></li> <li><b>b. Asphalt repair</b></li> <li><b>c. Playground safety</b></li> </ol> </li> </ol> <ul style="list-style-type: none"> <li>• Mr. Munrett said there is work currently done</li> </ul>	<p><b>Items of Information</b></p> <p><b>A. Advertising program update</b></p> <p><b>B. Possible Budget Drivers</b></p> <ol style="list-style-type: none"> <li><b>1. Funding Cycles</b> <ol style="list-style-type: none"> <li><b>a. Asbestos projects</b></li> <li><b>b. Asphalt repair</b></li> <li><b>c. Playground safety</b></li> </ol> </li> </ol>

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	<p>in these areas as needed, but they are not in a funding cycle in the budget. They would like to add these to a refresh cycle for planning purposes as is done with other items.</p> <ul style="list-style-type: none"> <li>• Mr. Smith said this is a continuation of discussion taking place at all sub-committees regarding possible budget drivers. His goal is to make the Board aware that these are items being discussed internally which may have budgetary impact. He wants the Board to have time to reflect on these areas while the budget is being built. He encouraged Board members to let him know if there are any other areas of interest they would like him to explore as well.</li> </ul>	
<b>5.</b>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
<b>6.</b>	<p><b>Adjourn</b> Mr. Coppola moved to adjourn the meeting at 7:10 p.m., seconded by Mrs. McInerney and passed unanimously.</p>	<p><b>Adjourn</b> <b>Motion made and passed unanimously to adjourn the meeting at 7:10 p.m.</b></p>

Respectfully submitted:



Brian McCauley, Chairperson  
Facilities Sub-Committee