


**New Milford Board of Education  
 Facilities Sub-Committee Minutes  
 November 10, 2020  
 Sarah Noble Intermediate School Library Media Center**

**Present:** Mr. Brian McCauley, Chairperson  
 Mr. Pete Helmus  
 Mrs. Eileen P. Monaghan (via Zoom)  
 Mrs. Olga I. Rella

**Also Present:** Ms. Alisha DiCorpo, Interim Superintendent  
 Mr. Kevin Munrett, Facilities Director (via Zoom)  
 Mr. Nestor Aparicio, Assistant Facilities Director  
 Mr. Anthony Giovannone, Director of Operations and Fiscal Services  
 Mr. Brandon Rush, Technology Director

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 6:46 p.m. by Mr. McCauley.</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>Item for Discussion and Possible Action</b></p> <p><b>A. East Street Gym Request</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said Camella’s Cupboard has seen a tremendous growth in its program since the pandemic. Due to needs for expansion, they are requesting exclusive use of the East Street gym. Mr. Munrett said that is easy to accomplish operationally since there are not many events there.</li> <li>• Mrs. Rella asked who uses the space now. Mr. Munrett said this year it has just been voting.</li> <li>• Mrs. Monaghan asked if the space is big enough to allow for social distancing by the organization and Mr. Munrett said it is.</li> <li>• Mr. Helmus asked Angie Chastain, the program’s director, for details.</li> <li>• Mrs. Chastain said Camella’s Cupboard has used East Street since its beginnings, first the kitchen, then the stage area too, and now the whole gym. The average distribution on Friday</li> </ul>	<p><b>Item for Discussion and Possible Action</b></p> <p><b>A. East Street Gym Request</b></p> <div style="text-align: right;">         RECEIVED        TOWN CLERK        2020 NOV 12 A 11: 55     </div>

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	<p>nights had been about 135 but now with COVID it is averaging 500 and showing no sign of slowing down. She is asking for exclusive use this year into the summer. She would also like to install a 10 x 12 cooler on concrete in the space. There will be no damage to the floor and it can be moved if needed.</p> <ul style="list-style-type: none"> <li>• Mr. Helmus asked about insurance and Mrs. Chastain said the program has its own insurance.</li> <li>• Mr. Helmus asked if approval of the request will create additional operating expenses.</li> <li>• Mr. Munrett said there will probably be increased electric, which would be hard to separate out, and the cooler needs a small subpanel to handle the load.</li> <li>• Mrs. Rella said Camella’s Cupboard provides a tremendous service to the community.</li> <li>• Mr. Helmus agreed but said they can’t afford charity when the schools have needs too. He would like to see a breakdown of costs before the Board decides, including the cost of the panel install and electric/heat.</li> <li>• Mr. McCauley said that is a fair request and he asked that it be provided prior to next week’s Board meeting. He said he thinks this is the time for charity and he hopes the Board will support this request.</li> <li>• Mrs. Monaghan asked if the cooler has already been purchased and Mrs. Chastain said it has been.</li> </ul> <p>Mr. Helmus moved to bring the East Street Gym Request to the full Board for approval.</p> <p>Motion seconded by Mrs. Rella.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to bring the East Street Gym Request to the full Board for approval.</b></p>
<p><b>4.</b></p> <p><b>D.</b></p>	<p><b>Items for Information and Discussion</b></p> <p><b>Lillis Building</b></p> <ul style="list-style-type: none"> <li>• Due to technical difficulties with Mr. Munrett’s Zoom feed, Mr. McCauley moved up Item D which he said he could speak to. Mr. McCauley</li> </ul>	<p><b>Items for Information and Discussion</b></p> <p><b>D. Lillis Building</b></p>

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	<p>said they held the meeting with the Mayor that was requested last month. Mr. McCauley said the East Street building needs boiler repairs, a new roof and cupola work. He said the Mayor indicated they are looking to sell one of the Town buildings, of which East Street and John Pettibone are in consideration, but the Town needs to hold a referendum. This has been sidetracked by COVID. They discussed setting up a committee of Town and BOE members to work in conjunction with the MBC on this topic.</p> <ul style="list-style-type: none"><li>• Mrs. Rella said she would prefer that the Board put any money into a move to SNIS, which has been proposed in the past.</li><li>• Ms. DiCorpo said the possibility of that move is now two-fold. They need to review the space in light of continued social distancing needs for students and the fact that LHTC is now using SNIS space. She said she has Mr. Munrett working on a spacing needs plan, which she hopes to have next week. In addition, a proposal is needed for costs both to move and for what is needed to retrofit space for the long term once there. Town intentions also factor in. These will be important decisions because they will determine where money is budgeted over the next few years.</li><li>• Mr. Helmus said until then, what happens regarding boiler repair. If the Board chooses not to spend money on repair, that forces a decision.</li><li>• Ms. DiCorpo said the boiler is working now, but if it goes, the staff would be forced to work remote since they cannot relocate to other buildings at this time. With budget work and collaboration starting, that would be very difficult.</li><li>• Mr. Helmus asked if it is possible to move to JPCC. Ms. DiCorpo said she did not ask the Mayor that question.</li><li>• Mrs. Monaghan asked for a comparison of the costs to repair the furnace versus a retrofit at SNIS, as well as the costs to clean up and retrofit space at JPCC.</li><li>• Mr. Munrett said each building has its pros and cons. He said the Five Year Plan shows \$95,000 for the boiler as well as another \$60,000 for cupola work. Phase 1 move to SNIS was</li></ul>	
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	<p>estimated at \$250,000.</p> <ul style="list-style-type: none"><li>• Mr. Giovannone said the plan presented in December 2019 to move to SNIS showed a bare bones cost of \$120,000 for the move with no retrofit. It was cost neutral, since cost savings from Lillis would be realized.</li><li>• Mr. Helmus said he would prefer to see a plan that shows what is actually needed, not one just designed to be cost neutral. He agreed that he would like to see a plan laying out the three options' pros and cons, along with relative costs.</li><li>• Ms. DiCorpo said they are also in discussions with the Town regarding use of the MAXX by LHTC in conjunction with the Youth Agency. The Town has someone reviewing the scope of that space. She suggested perhaps that person would help review the other spaces as well.</li><li>• Mr. Helmus said he thought that would make sense since the Town will be involved at some point, and fresh eyes would be helpful.</li><li>• Mrs. Rella asked about the cost for the Lillis roof. Mr. Giovannone said it is in the Five Year Plan at \$900,000. The building also needs \$40,000 in foundation repairs. Mr. Giovannone noted that the Five Year Plan has not been updated for this year yet; that will be done at budget time.</li><li>• Mr. McCauley said this is obviously a needed ongoing discussion and he will put it on next month's agenda for further review.</li></ul> <p><b>A. NV5 Update</b></p> <ul style="list-style-type: none"><li>• Mr. Munrett said they are starting to determine recommended projects and he hopes to have a listing by December. Under consideration are the SMS boiler, lighting upgrades and building controls, among others. He said the plan is to combine larger projects with MBC projects for bonding purposes.</li><li>• Mrs. Monaghan asked if the bonding cycle is annual and Mr. Munrett said it is.</li></ul> <p><b>B. Municipal Building Committee (MBC) Projects</b></p> <ul style="list-style-type: none"><li>• Mr. Munrett said the MBC met last Thursday.</li></ul>	<p><b>A. NV5 Update</b></p> <p><b>B. Municipal Building Committee (MBC) Projects</b></p>
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	<p>They are working on SNIS specs and waiting on the December 1st filing for the high school roof. Next, they will look at combining some school/town projects such as parking lots.</p> <ul style="list-style-type: none"> <li>• Mr. McCauley asked how soon after December 1st roof work will begin. Mr. Munrett said it should be quick; they are ready from a design perspective.</li> <li>• Mrs. Monaghan asked about solar for the roof. Mr. Munrett said NV5 is considering solar for all schools.</li> </ul> <p><b>C. Five Year Capital Plan</b></p> <ul style="list-style-type: none"> <li>• Mr. McCauley said they have discussed this topic already and asked if Mr. Munrett had anything to add.</li> <li>• Mr. Munrett reiterated that it is a fluid document based on how needs develop.</li> </ul>	<p><b>C. Five Year Capital Plan</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>Mrs. Rella moved to adjourn the meeting at 7:26 p.m., seconded by Mr. Helmus and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:26 p.m.</b></p>

Respectfully submitted:



Brian McCauley, Chairperson  
Facilities Sub-Committee

