

**New Milford Board of Education
Facilities Sub-Committee Minutes
September 2, 2014
Lillis Administration Building, Room 2**

Present: Mr. Dave Littlefield, Chairperson
Mrs. Angela C. Chastain
Mr. Robert Coppola
Mrs. Wendy Faulenbach

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Jay Hubelbank, Director of Fiscal Services and Operations
Ms. Ellamae Baldelli, Director of Human Resources
Ms. Roberta Pratt, Director of Technology
Mr. John Calhoun, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager

RECEIVED
CLERK
2014 SEP -4 P 1:44
NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. Littlefield.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Overview of Summer Projects <ul style="list-style-type: none"> Mr. Calhoun showed several slides to illustrate a few of the summer projects. He said the Facilities staff has certain tasks they do every year. District wide they stripped, scrubbed and re-waxed all of the floors, shampooed carpets, washed walls and other surfaces and sanitized restrooms. Gymnasium floors were sanded and recoated using in-house personnel and gym partition doors were inspected and serviced. Septic and grease tanks were inspected and pumped. All fire extinguishers, fire alarms, emergency lights and fire suppression systems were inspected and repaired as needed. Mr. Calhoun will do a walkthrough with the Fire 	Discussion and Possible Action Overview of Summer Projects

	<p>Marshal in a few weeks. All kitchen ductwork and hood systems were cleaned and inspected as were all boilers, burners and hot water heaters. Stained and damaged ceiling tiles were replaced. Repainting was done where needed. Playgrounds, islands and flower gardens were replenished with bark mulch to meet internal safety standards and to beautify properties. Security enhancements continued to be installed. Many of these improvements were outlined in the school security assessment.</p> <ul style="list-style-type: none">• Mr. Calhoun said the staff also worked on school specific projects. At Hill and Plain Elementary hallways were repainted as were older parking lots areas and fire lanes. At Northville Elementary, the entire parking lot and fire lanes were repainted. An asphalt walkway was added to the gymnasium area. The process of reconfiguring the wiring and controls for the rooftop exhaust units was started. At Sarah Noble Intermediate School the lighting upgrades were completed. This will result in a good energy savings in the future. The entire parking lot and fire lanes were repainted. A split system a/c unit in the server room was replaced. The old booster club building was removed and a new picnic table and concrete patio installed. An unsafe tree was removed. At Schaghticoke Middle School a large crack in the concrete slab in the rear first floor corridor was replaced. The staff assisted in the modification and removal of unusable equipment in the café serving area. At New Milford High School athletic fields were reseeded and repaired. The entire parking lot and fire lanes were repainted. Concrete repairs were made to several deteriorated sidewalks. The Arena floor was resurfaced, refinished and repainted. Project Lead the Way classrooms were rewired, modified and expanded in conjunction with the Technology department. The office area was reconfigured to accommodate the SRO and a secretary, and to	
--	---	--

	<p>give the SRO direct access to the main hallway. At the Lillis Building a large tree was removed on the northwest side of the property due to safety concerns. Signage, speed bumps and line painting were added to control traffic flow. Unsafe carpet in the Fiscal Services office was replaced.</p> <ul style="list-style-type: none">• Mr. Coppola asked if the security enhancements referenced were those items that had previously been discussed with the Board and if the installation was on target and Mr. Calhoun said yes to both questions.• Mr. Coppola said he was aware of a problem with air conditioning in the district today and asked for a status report. Mr. Calhoun said all schools are up and running presently.	
B.	Summary of Summer Overtime <ul style="list-style-type: none">• Mr. Calhoun provided an analysis of summer overtime by area using the format that the committee reviewed previously. Overtime expenditures occurred due to: rental reimbursement which will be monies transferred back into the salary account by user groups; after hours repairs for repairs which could not be done during regular hours in time for the opening of school, primarily relating to water main issues; security initiatives; summer cleaning expenses which needed to work around summer school and other school based activities; shift coverage for absences; after hour service for building emergencies and alarms; in house labor for security enhancements which will be funded through the capital account; unreimbursed overtime for school and town events for custodians and maintenance personnel; and in house labor to refinish the gymnasium floors previously done by outside contractors which will be funded through a transfer from the repair account. Using in house labor resulted in a substantial savings from the budgeted figure of over	Summary of Summer Overtime

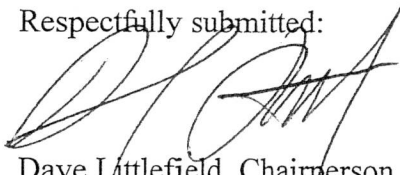
	<p>\$24,000. Overall, overtime costs were down significantly from last summer due to the addition of more scheduled summer help and the use of two shifts. Mr. Calhoun commended his staff for the effort they put in to make sure all buildings were ready for start of school.</p> <ul style="list-style-type: none"> • Mr. Coppola asked if the overtime was within budgeted figures and Mr. Calhoun said yes at the present time but that winter was still to come. • Mr. Littlefield and Mrs. Chastain both commended the department on their successful efforts at controlling overtime costs. 	
4.	<p>Items of Information</p> <p>A. The CT Department of Public Health Fact Sheet on Risk Assessment of Artificial Turf Fields</p> <p>B. The CT Department of Public Health EHS Circular Letter #2014-26 Recent News Concerning Turf Fields</p> <ul style="list-style-type: none"> • Mr. Calhoun said that the two items presented for information tonight were forwarded to him by Mr. Mike Crespan of the New Milford Health Department at the end of last school year. Mr. Crespan was aware of the discussions about turf fields and thought the items might be of interest. The summary letter from the CT Department of Public Health says they find no increased risk factors for carcinogens with the use of turf fields. • Mr. Littlefield asked if the assessment study for the turf fields had been done yet and Mr. Calhoun said not to his knowledge. 	<p>Items of Information</p> <p>The CT Department of Public Health Fact Sheet on Risk Assessment of Artificial Turf Fields</p> <p>The CT Department of Public Health EHS Circular Letter #2014-26 Recent News Concerning Turf Fields</p>
5.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at</p>	<p>Adjourn</p> <p>Motion made and passed</p>

New Milford Board of Education
Facilities Sub-Committee Minutes
September 2, 2014
Lillis Administration Building, Room 2

Page 5

	7:06 p.m. seconded by Mrs. Chastain and passed unanimously.	unanimously to adjourn the meeting at 7:06 p.m.
--	---	--

Respectfully submitted:



Dave Littlefield, Chairperson
Facilities Sub-Committee