

**New Milford Board of Education
Facilities Sub-Committee Minutes
June 2, 2015
Lillis Administration Building, Room 2**

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NEW MILFORD, CT

Present: Mr. Dave Littlefield, Chairperson
Mrs. Wendy Faulenbach
Mr. David A. Lawson
Mr. John W. Spatola

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

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. Proposed Year End Projects <ul style="list-style-type: none"> Mr. Calhoun provided a handout that listed year end projects previously approved by the Board of Education as well as recommendations for additional projects. Mrs. Faulenbach asked about the lockers for SMS. Mr. Calhoun said this was a continuation of the project previously approved. They are adding an additional 100 or so to the hallways and more in the locker rooms so that all students will have appropriately sized lockers. Mr. Spatola asked if the district had looked at moving art room furniture from JPS or SNIS. Mr. Calhoun said the tables were still needed at 	Discussion and Possible Action A. Proposed Year End Projects

SNIS and JPS had been using folding cafeteria tables which are not really appropriate for an art room.

- Mr. Spatola asked what the tennis surface is and Mr. Calhoun said it is asphalt.
- Mr. Lawson asked for costs for all the items on the recommended list. Mr. Calhoun gave a breakdown of costs for each recommended item.
- Mr. Spatola asked if the current pickup truck would be traded in to offset the costs of the new one requested and Mr. Calhoun said yes.
- Mr. Spatola asked what the requested band room cabinets would be used for and Mr. Calhoun said they would store instruments.
- Mr. Calhoun said he was recommending the bleacher modifications so sections could be redone to comply with league regulations for playing surface and to alleviate a safety issue.
- Mr. Calhoun said if additional funding comes available they would like to sand and refinish the small gym floor similar to what was done in the arena last year. This has not been done since the school opened. He would also recommend replacing a front deck mower which is 26 years old and performs multiple tasks.
- Mr. Spatola said he would like to know how much money was left to use overall before he would agree with the recommendation.
- Mr. Hubelbank said there was less than 1% of the budgeted amount which is approximately \$600,000.
- Mr. Lawson said he was not happy voting in isolation when there would be other items presented to reach the total of \$600,000. He also would have liked to see the total list in the packet for review prior to the meeting since it was obviously ready beforehand.
- Mr. Hubelbank said he would be presenting the complete list at the Operations meeting following this one.

	<ul style="list-style-type: none"> • Mrs. Faulenbach said these items are Facilities related and therefore are coming before the Facilities sub-committee for consideration. • Dr. Paddyfote said the list was not sent out ahead of time as Mr. Hubelbank was made aware last Friday that the state would be making a cut in revenue. They had been waiting on the final number to see if any adjustments would have to be made to the list. • Mr. Spatola said he would like to see the total list before making a decision as he wanted to make sure there were not more pressing issues to address on the education side at the end of the year. • Mr. Littlefield said with this being the last Facilities meeting for the fiscal year with the last Board meeting scheduled next week it was necessary to move the list forward if the items were to be considered. He said there would be an opportunity for further discussion at the full Board meeting next week. <p>Mrs. Faulenbach moved to bring the proposed year end projects to the full Board for approval.</p> <p>Motion seconded by Mr. Spatola to allow discussion.</p> <p>Motion passed 3-1.</p> <p>Aye: Mrs. Faulenbach, Mr. Littlefield, Mr. Spatola No: Mr. Lawson</p>	<p>Motion made and passed to bring the proposed year end projects to the full Board for approval.</p>
4.	<p>Items of Information</p> <p>A. Update on Facilities Work Related to Transition</p> <ul style="list-style-type: none"> • Mr. Calhoun said the lockers at SMS should be installed by the end of July. The art room suite conversion is underway. The cafeteria has been repainted and acoustic panels added to cut down on noise. Missing or incomplete hallway signage is being updated to ease students' movement through the building. All signage 	<p>Items of Information</p> <p>A. Update on Facilities Work Related to Transition</p>

will be ADA compliant. Pods are on site at JPS, NES, HPS, and SNIS. A second Pod has been added at SNIS. Over 2400 boxes are in use. Commercial movers are on board to pack and move the remainder of unpacked items when the final moves take place. There have been 70 requests to have part or all of a classroom packed and moved from building to building. He is evaluating the necessity of 35 requests for furniture moves. National Library Movers have been contracted to move and reorganize the designated LMC collections to their new homes. The original estimate was to move approximately 6000 books from JPS, 4000 books from NES, 3500 books from HPS, and 11,000 books from SNIS. In addition some shelving may be moved as well. Playground additions and relocations will also take place.

- Mr. Spatola expressed concern about the heaviness of the boxes. Mr. Calhoun said they purposely chose a small size standard box so that the weight would be manageable. He said they could order more if necessary.
- Mr. Spatola asked about the numbers quoted in the LMC collection reconfiguration. Mr. Calhoun said the numbers were based on the original quoted estimate when the collection size was split in threes.

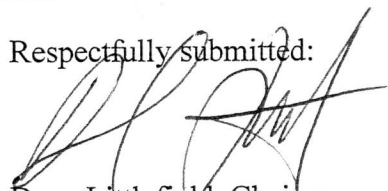
B. Update on Overtime

- Mr. Calhoun said overtime is very favorable in the custodial area. He will provide a detailed analysis in September.
- Mr. Spatola noted that the maintenance side was over by approximately 40% both this year and last and asked why corrections were not made this year.
- Mr. Hubelbank said he has made a budget increase in the maintenance side for next year already. This year's overage was primarily due to the snowy winter.
- Mr. Calhoun said the previous year's overage

B. Update on Overtime

	<p>was due primarily to in house work done to implement the items approved through the state security grant.</p> <p>C. Eagle Scout Requests</p> <ul style="list-style-type: none"> Mr. Calhoun said he had two students approach him regarding Eagle Scout projects. The scouts plan to build "buddy benches" at HPS, NES, and SNIS. The idea behind the bench is that a student who needs a playmate at recess would sit on the bench as a sign for others to invite him or her to play. The students are hoping this will encourage friendship. At NES, the scout also plans to build two playground equipment boxes where equipment could be locked up prior to use. Mr. Spatola asked what the boxes would be made of and Mr. Calhoun said pressure treated wood. 	C. Eagle Scout Requests
5.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	Public Comment
6.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:20 p.m., seconded by Mr. Lawson and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:20 p.m.</p>

Respectfully submitted:



Dave Littlefield, Chairperson
 Facilities Sub-Committee