

**NEW MILFORD BOARD OF EDUCATION**  
**New Milford Public Schools**  
**50 East Street**  
**New Milford, Connecticut 06776**

**FACILITIES SUB-COMMITTEE**  
**MEETING NOTICE**

**DATE:** February 2, 2010  
**TIME:** 6:30 P.M.  
**PLACE:** Lillis Administration Building—Room 2

**AGENDA**

- 1. Call to Order**
- 2. Public Comment**

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

- 3. Discussion and Possible Action**
  - A. Use of Buildings Fee Schedule Review**
  - B. Five Year Capital Plan Overview**
  - C. Security Plan Review**
- 4. Adjourn**

GEORGE C. BUCKBEE  
TOWN CLERK *GB*

2010 JAN 29 P 3:46

NEW MILFORD, CT

**Sub-Committee Members:** **Mr. Daniel W. Nichols, Chairman**  
**Mr. Tom McSherry**  
**Mr. Bill Wellman**

**Alternates:** **Mrs. Alexandra Thomas**  
**Mr. David A. Lawson**



**NEW MILFORD PUBLIC SCHOOLS  
FACILITIES DEPARTMENT**

**Memorandum**

TO: Facilities' Committee Members  
FROM: John Calhoun  
DATE: January 29, 2010  
RE: Use of Buildings Fee Schedule Change Proposal

Please find attached the current use of buildings fee schedule. This schedule is found under policy # 1330, Use of School Facilities. As we have made changes to our fees adding such items as utilities and grounds usage fees in the past, I feel it is not necessary to adjust those fees as they are keeping with other districts fee schedules and meeting our financial. My belief is a raise in these fees would deter more local non-profit groups from using our facilities, thus making our town resources unavailable and really affecting our revenue line in a positive way.

The only increase in fees that I am recommending is that for the Custodial overtime and double time rates. This would need to be done to keep current with contractual increases. This would also include rate increases for the Audio Visual and Computer Technicians. Without these changes, we would lose money every time our staff worked an event at premium time.

Under my proposal, the Custodial overtime rate would go from \$31.00 to \$32.00, the double time rate would go from \$41.00 to \$42.00. The AV/Computer Tech. reimbursement would go from \$34.00 per hour to \$35.00 from Monday through Saturday and the double time rate would go from \$44.00 per hour to \$45.00.

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut  
**USE OF FACILITIES FEE SCHEDULE**  
Effective, July, 2010

1330  
Appendix 2

<b>Elementary and Intermediate Schools</b>						
<b>Org. Type</b>	<b>Classroom</b>	<b>Cafetoreum</b>	<b>Library</b>	<b>Fields</b>	<b>Kitchen</b>	<b>Gym, MPR</b>
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00
3	\$15.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00
4	\$25.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00
5	\$50.00	\$150.00	\$100.00	\$100.00	\$150.00	\$150.00

<b>Middle and High School</b>									
<b>Org. Type</b>	<b>Classroom</b>	<b>Cafeteria</b>	<b>Library</b>	<b>Fields</b>	<b>Kitchen</b>	<b>Gym</b>	<b>Arena</b>	<b>MPR</b>	<b>Theatre</b>
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$15.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00	\$100.00	\$50.00	\$200.00
4	\$25.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00	\$200.00	\$75.00	\$300.00
5	\$50.00	\$150.00	\$100.00	\$100.00	\$250.00	\$250.00	\$350.00	\$150.00	\$1000.00

<b>Utility Fees:</b>		<b>Classroom</b>	<b>Gym</b>	<b>Cafeteria</b>	<b>Kitchen</b>	<b>Library</b>	<b>Theatre</b>
(per event)	Org. Type 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Org. Type 2,3,4,5,6	\$4.00	\$10.00	\$10.00	\$6.00	\$4.00	\$20.00
	A/C Charges where applicable	\$20.00	\$50.00	\$50.00	\$20.00	\$50.00	\$100.00

- Custodial overtime fees will be billed at \$32.00 per hour Monday-Saturday, \$42.00 per hour on Sundays.
- A.V. or Computer Tech. fees will be billed at \$35.00 per hour Monday-Saturday, \$45.00 per hour on Sundays.
- Cafeteria employee's services will be billed separately and in addition to any fees incurred by this permit.
- There will be a one time application fee of \$10.00 for groups in category 2.
- There will be a one time application fee of \$20.00 for groups in category 3.
- There will be a one time application fee of \$30.00 for groups in categories 4,5,6.
- There will be a flat rate fee of \$50.00 per use for the school piano or sound system.
- There will be a flat rate fee of \$25.00 per use for the school copier or for any audio visual equipment.
- There will be a flat rate fee of \$5.00 per use for school computer.





Town of New Milford  
Capital Improvement Plan  
FACILITIES  
2010-2015

<b>PRIORITY</b>	<b>SCHOOL</b>	<b>CAPITAL ITEM</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
<b>12</b>	<b>SNIS</b>	REINSTALL GYM DIVIDER-This project is to uncover the old closed in gym divider from when the building was the NM high school. A partition wall needs to be removed and a new sprinkler line need to be relocated to complete this project. Currently, Sarah Noble's gym is divided by cloth curtains which lead to a noisy environment when trying to instruct multiple claases at the same time in that large space.	9,650				
<b>16</b>	<b>D/W</b>	WALK BEHIND BATTERY BURNISHER-This is replace floor polishing machines to be used in the custodial cleaning process. These machine are the primary means for polishing large floor areas such as cafeterias, gyms and long hallways.	14350				
<b>4</b>	<b>SMS</b>	LOCKER REPLACEMENTS (phase 1)-This project is to begin replacing the old and broken lockers at Schaghticoke. The current lockers are constantly breaking and are extremely small for todays stidents. Students today all carry large pack-packs that will not fit in the lockers and are often crammed into those spaces or left in the halls or classrooms. Locker repairs at that building have risen exponentially in the past 5 years.	19500				
<b>13</b>	<b>D/W</b>	AUTOMATIC FLOOR SCRUBBERS-This is replace floor scrubbers to be used in the custodial cleaning process. These machine are the primary means for cleaning large floor areas such as cafeterias, gyms and long hallways.	21700				
<b>5</b>	<b>D/W</b>	4WD PICK-UP TRUCK W/ PLOW-This is to replace an older truck with a new 4wd unit with a plow. Trucks are used for moving materials throughout the district as well as for plowing and sanding during the winter months.	28,500				
<b>18</b>	<b>LILLIS</b>	MEZANINE ROOM ADDITIONS (2)-This is a project in which two mezzanine additions will be put adjacent to the gymnasium in the basement at East Street (Lillis Administration Building) to aid in the storage and procurement of years worth of school	31,500				











Town of New Milford  
Capital Improvement Plan  
FACILITIES  
2010-2015

<b>PRIORITY</b>	<b>SCHOOL</b>	<b>CAPITAL ITEM</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
7	SMS	INSTALL BRADLEY STYLE SINKS-This is to replace the current single basin sinks with more efficient Bradley basin which will serve as the wash station for the entire rest room area. The unit will have electric eyes to reduce water consumption and attached soap dispensers.			13,600		
3	SMS	REPAIR ISLANDS IN PARKING LOT-The islands in the main parking lot at Schaghticoke have become denuded over time due to environmental and mechanical degradation. This project would reconfigure the current islands using materials that will last longer and be more resistant to damages than the current islands.			\$13,650		
6	HPS	REPLACE CARPETING W/ VINYL TILE-This is an on-going process in which we rplace old, worn carpet with VCT (vinyl composition tiles). Many of the carpeted rooms have had spills and stains for many years that resist any carpet cleaning measures. The installation of VCT provides for a cleaner and more environmentally friendly atmosphere.			\$15,450		
4	SMS	LOCKER REPLACEMENTS (phase 3)-This is a continuation of the project to replace the old and broken lockers at Schaghticoke. The current lockers are constantly breaking and are extremely small for todays stidents. Students today all carry large pack-packs that will not fit in the lockers and are often crammed into those spaces or left in the halls or classrooms. Locker repairs at that building have risen exponentially in the past 5 years.			\$23,500		
5	SMS	A/C EXPANSION (C-WING)-This is a project to connect several of the rooms in the "c-wing" expansion of the Schaghticoke Middle school to the chiller. We would need to add air handling units and duct work to connect the rooms.			\$66,510		

Town of New Milford  
 Capital Improvement Plan  
 FACILITIES  
 2010-2015

1	<b>LILLIS</b>	UPGRADE ELECTRICAL SYSTEM-This project is needed to upgrade the antiquated electrical system at the East Street administration building. No further components can be added to the building until this system is upgraded. Items such as computer system components, HVAC devices and the like will need to be added to that building in the near future.			68000		
2	<b>NMHS</b>	INSTALL IRREGATION SYSTEM (MULTI USE FIELDS)-This is a project to continue the irrigation system to all of the fields at the high school. Currently, just the stadium is serviced by an irrigation system.			\$109,650		
<b>TOTALS</b>					<b>\$310,360</b>		

Town of New Milford  
Capital Improvement Plan  
FACILITIES  
2010-2015

<b>PRIORITY</b>	<b>SCHOOL</b>	<b>CAPITAL ITEM</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
<b>10</b>	<b>D/W</b>	CUSTODIAL EQUIPMENT-This is an aggregate of several pieces of equipment used in the custodial department. These would be items such as back-pack vacuums, wet-dry vacuums, floor buffers and small carpet extractors.				\$6,500	
<b>11</b>	<b>D/W</b>	SANDER REPLACEMENT-This is a replacement sander required to maintain the 6 school's parking lots, plus the administrative office and farmhouse property. The sander that this will be replacing is over ten years old and completely rotted due to exposure to salt and other corrosives.				\$7,800	
<b>1</b>	<b>NMHS</b>	UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade the building automation control system with new software and hardware.				\$12,500	
<b>2</b>	<b>SMS</b>	UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade the building automation control system with new software and hardware.				\$12,500	
<b>3</b>	<b>SNIS</b>	UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade the building automation control system with new software and hardware.				\$12,500	
<b>13</b>	<b>HPS</b>	INSTALL BRADLEY STYLE SINKS-This is to replace the current single basin sinks with more efficient Bradley basin which will serve as the wash station for the entire rest room area. The unit will have electric eyes to reduce water consumption and attached soap dispensers.				\$12,750	
<b>12</b>	<b>JPS</b>	INSTALL BRADLEY STYLE SINKS-This is to replace the current single basin sinks with more efficient Bradley basin which will serve as the wash station for the entire rest room area. The unit will have electric eyes to reduce water consumption and attached soap dispensers.				\$12,750	

Town of New Milford  
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<b>14</b>	<b>NES</b>	INSTALL BRADLEY STYLE SINKS-This is to replace the current single basin sinks with more efficient Bradley basin which will serve as the wash station for the entire rest room area. The unit will have electric eyes to reduce water consumption and attached soap dispensers.				\$12,750	
<b>4</b>	<b>D/W</b>	FRONT DECK MOWER REPLACEMENT-This is to replace the older model Kubota that is used to mow, sweep and remove snow.				\$23,100	
<b>6</b>	<b>SMS</b>	LOCKER REPLACEMENTS (phase 4)-This is a continuation of the project to replace the old and broken lockers at Schaghticoke. The current lockers are constantly breaking and are extremely small for todays stidents. Students today all carry large pack-packs that will not fit in the lockers and are often crammed into those spaces or left in the halls or classrooms. Locker repairs at that building have risen exponentially in the past 5 years.				\$25,500	
<b>5</b>	<b>D/W</b>	4WD PICK-UP TRUCK W/ PLOW-This is to replace an older truck with a new 4wd unit with a plow. Trucks are used for moving materials throughout the district as well as for plowing and sanding during the winter months.				\$31,600	
<b>7</b>	<b>NES</b>	A/C EXPANSION-This is to upgrade and expand the air conditioning in the elementary schools. The primary focus will be in the typically hotter areas, where fans have not been able to improve the comfort level.				\$32,850	
<b>8</b>	<b>HPS</b>	PAVE ACCESS ROAD & PLAYGROUND-This is to complete the renovation process of the exterior areas at Hill & Plain. The access road will be repaved and the playground will be reconfigured and paved in a new area of the property.				\$36,510	
<b>9</b>	<b>LILLIS</b>	INTERIOR DOOR REPLACEMENTS-This is to replace older interior fire doors that no longer function properly and do not provide any security or safety measures.				\$37,500	



