# New Milford Board of Education Facilities Sub-Committee Minutes February 11, 2020 Lillis Administration Building—Room 2

Present:

Mr. Brian McCauley, Chairperson

Mr. Pete Helmus

Mrs. Eileen P. Monaghan

Mrs. Olga I. Rella

Also Present:

Dr. Kerry Parker, Superintendent

Mr. Kevin Munrett, Facilities Director

Mr. Anthony Giovannone, Director of Operations and Fiscal Services

1.	Call to Order	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. McCauley.	
2.	Public Comment	Public Comment
	There was none.	
3.	Items of Information	Items of Information
A.	Celtic Energy Follow up	A. Celtic Energy Follow up
	<ul> <li>Mr. Munrett said six vendors responded to the Town's bid request and the award will be made March 12, per the Town.</li> <li>Mr. McCauley asked if the chosen vendor will do the actual audit and Mr. Munrett said yes, with Celtic Energy overseeing.</li> </ul>	
В.	SNIS Air Conditioner - Cafeteria	B. SNIS Air Conditioner - Cafeteria
	<ul> <li>Mr. Munrett said they have been talking about the need to replace this failed unit for a while now. They are hoping to tie it in to the Celtic audit, but time is an issue with cooling season approaching. He will have more information for the March Facilities meeting regarding possible options for replacement and financing.</li> <li>Mrs. Rella asked if the unit only cools the cafeteria. Mr. Munrett said that is correct.</li> <li>Mr. McCauley said it is necessary but costly, with the replacement price around \$60,000.</li> </ul>	

New Milford Board of Education Facilities Sub-Committee Minutes February 11, 2020 Lillis Administration Building—Room 2

#### C. | NMHS Elevator Violations

- Dr. Parker clarified that the elevators are not in violation currently; the state is requiring that they be tested.
- Mr. Munrett said this is a new mandated test to the high school elevators that will be required every five years.
- Mrs. Monaghan asked the cost. Mr. Munrett said \$6,446.
- Mr. Helmus asked if the project will be bid. Mr.
  Munrett said the district has an exclusive
  contract with Thyssen Krupp so they will be
  doing the testing according to state code.
- Mrs. Rella asked if the elevators are expected to pass. Mr. Munrett said he is hopeful.

### D. Relocation of Administrative Offices

- Mr. Munrett said this has been a standing item for discussion since prior to budget season.
- Dr. Parker said the Mayor had requested a walkthrough of the Lillis Building. She and Mrs. Chastain accompanied him last week, while he took pictures and got a good understanding of building issues. Then the Mayor sent two people from the Town for a followup; they walked around with Mr. Munrett. Dr. Parker said the Mayor's plan is still to go before the Town regarding building usage. She said there is also an RFP for enrollment projections in the works. Dr. Parker said even if the Town chooses to keep and renovate the Lillis building, central offices will need to relocate at least temporarily when that happens. In the meantime, issues continue to crop up. On Monday morning there was no heat because the boiler had stopped over the weekend, and offices were in the 50s for temperature. In addition, some offices have already been relocated due to building issues, making it more complicated for central administrators to work as a group.
- Mr. Helmus asked if the Mayor had any suggestions for where the offices might relocate, at least temporarily. Dr. Parker said he did not.

#### C. NMHS Elevator Violations

# D. Relocation of Administrative Offices

# New Milford Board of Education Facilities Sub-Committee Minutes February 11, 2020 Lillis Administration Building—Room 2

- Mr. McCauley asked Dr. Parker if she still thought that SNIS was the best alternative.
   Dr. Parker said SNIS has space available, easy access, and provides the opportunity for all central offices to be together in a relatively small space for at least several years.
- Mrs. Rella said she thought it was worth the investment in the SNIS building, even if only for a few years.
- Dr. Parker said temporary set up costs for things such as dividers would be less than permanent structures.
- Mr. Helmus asked if there is a downside to temporary relocation, in order to keep options open in case enrollment goes up. Dr. Parker said she doesn't see one; it is not a big investment to start.
- Mrs. Monaghan said it is a great option in her opinion and she shared the idea with the Municipal Building Committee (MBC) as a way to free up Lillis for sale and help pay for needed roofs.

## E. | Municipal Building Committee Projects

- Mrs. Monaghan, in her position as liaison to the MBC, distributed a summary of Municipal Building Committee discussions. She said the MBC reviewed options for the high school roof. They will vote at the next meeting as to their recommendation.
- Mr. McCauley noted the committee was leaning towards the standing seam roof, which had been the Board's preference.
- Mr. Munrett said this proposal includes a low slope roof.
- Mrs. Monaghan said the MBC asked for the Facilities department's help to clean up the debris on the roof.
- Mr. Munrett said they have been cleaning where able, but the part of the roof under discussion will require a lift, as it is difficult to access.
- Mrs. Monaghan said the MBC discussed the SNIS oil tank, where the focus was on the size of the tank.
- Mr. Munrett said the committee plans to go out

E. Municipal Building Committee Projects

	<ul> <li>to bid for engineering specs for this project to clarify state requirements, risk assessment for fuel need etc.</li> <li>Mrs. Monaghan said the MBC is just starting to look at the scope of the NES roof.</li> <li>Mr. Munrett said this had been the next roof to be done prior to the microburst.</li> <li>Mr. McCauley asked if previous district studies regarding the NES roof have been shared and Mr. Munrett said they have been.</li> <li>Mrs. Monaghan said the architect of the roof project mentioned that the state will automatically help fund any update on a security system, which interested her due to the district's current need to upgrade.</li> <li>Mr. Munrett said he had verified with the state that pre-approval is needed before any payment.</li> </ul>	
4.	Public Comment     Cynthia Nabozny asked if the mandated high school elevator tests include the theatre elevator. Mr. Munrett said it is the two main elevators only, because the valve being tested is specific to them.	Public Comment
5.	Adjourn  Mrs. Rella moved to adjourn the meeting at 7:11 p.m., seconded by Mrs. Monaghan and passed unanimously.	Adjourn  Motion made and passed unanimously to adjourn the meeting at 7:11 p.m.

Respectfully submitted:

Brian McCauley, Chairperson Facilities Sub-Committee