

**New Milford Board of Education  
 Facilities Sub-Committee Minutes  
 June 8, 2021  
 Sarah Noble Intermediate School Library Media Center**

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NEW MILFORD, CT

<b>Present:</b>	Mr. Brian McCauley, Chairperson Mrs. Eileen P. Monaghan Mrs. Olga I. Rella Mr. Pete Helmus, Alternate
<b>Absent:</b>	Mrs. Cynthia Nabozny
<b>Also Present:</b>	Ms. Alisha DiCorpo, Superintendent Mr. Nestor Aparicio, Interim Facilities Director Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Catherine Calabrese, Interim Assistant Superintendent Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Jamie Terry, Technology Director

<b>1.</b>	<b>Call to Order</b>  The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:47 p.m. by Mr. McCauley. Mr. Helmus was seated in the absence of Mrs. Nabozny.	<b>Call to Order</b>
<b>2.</b>	<b>Public Comment</b>  • There was none.	<b>Public Comment</b>
<b>3.</b>	<b>Discussion and Possible Action</b>  <b>A. SNIS Oil Tank Update</b>  • Mr. Aparicio said this has been discussed previously. The underground tank is being removed and a small 500 gallon tank will be used and refueled as needed. He said the MBC has said the BOE will be responsible for filling out the application for state reimbursement of the project. • Ms. DiCorpo said the motion will be for approval to move ahead and send the information to the state.  Mrs. Rella moved to bring the SNIS Oil Tank application to the full Board for approval.	<b>Discussion and Possible Action</b>  <b>A. SNIS Oil Tank Update</b>         <b>Motion made and passed unanimously to bring the SNIS</b>

	<p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p><b>B. NV5 Update</b></p> <ul style="list-style-type: none"> <li>● Mr. Aparicio said ESG presented to the full Board last week regarding energy efficiency opportunities. The Town continues to move forward with the project. The Board is working on an MOU with the Town.</li> <li>● Mr. Helmus said questions were asked at the meeting regarding a discrepancy in the presentation and how finances work. He asked when the Board will get answers to those questions.</li> <li>● Mr. Aparicio said he will follow up.</li> <li>● Mr. McCauley said he hopes that follow up is prior to the full Board meeting next week.</li> </ul> <p>Mrs. Rella moved to bring the NV5 project to the full Board for discussion and possible action.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p> <p><b>C. Feasibility Study and Enrollment Study Updates</b></p> <p><b>1. Architectural Study</b></p> <ul style="list-style-type: none"> <li>● Mr. Aparicio said the Enrollment Study working group met on May 19 and will be meeting again tomorrow. That piece of the project should be completed in July. An Architectural Study is possible as the next step.</li> <li>● Architect Dean Petrucelli said he had been asked to submit proposals to Central Office regarding the possible Lillis Building relocation to SNIS. One is for an architectural study; the other is an all-in estimate through construction. With so many unknowns, the dollar figure he used for the all-in estimate is a worst case scenario. Mr. Petrucelli said typically the architectural study is done first. This is an exercise where architects and engineers go through the building and look at existing conditions, codes, and obstacles. They</li> </ul>	<p><b>Oil Tank application to the full Board for approval.</b></p> <p><b>B. NV5 Update</b></p> <p><b>Motion made and passed unanimously to bring the NV5 project to the full Board for discussion and possible action.</b></p> <p><b>C. Feasibility Study and Enrollment Study Updates</b></p> <p><b>1. Architectural Study</b></p>
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then look at floor plan options and ramifications, as well as the financial impact of any state reimbursement. They recommend the best option for the floor plan, give construction estimates and proposed schedule. The next phase is to seek a proposal to prepare all drawings, bidding process and construction phase. Mr. Petrucelli said he recommends completing the architectural study first before considering any more work. He said that study could be completed by July at the latest.

- Ms. DiCorpo said this will be discussed at Operations as well. She said in working through the maps, the original schematics did not take into account Special Education offices, which are already at SNIS, or Facilities. She said they are including Mike Zuba, who is working on the enrollment study, in the conversation as well.
- Mr. Petrucelli said he has worked with Mr. Zuba for many years on joint projects and it is important to align both studies.
- Mr. McCauley said he thinks this project needs to continue to move forward.

Mrs. Rella moved to bring the Architectural Study to the full Board for discussion and possible action.

Motion seconded by Mrs. Monaghan.

Motion passed unanimously.

**D. COVID-19 Related Materials**

- Mr. Aparicio said this list is for proposed materials for next year which include tabs, shields, two cafeteria tables, and tents at SMS and NMHS, depending on state requirements at the time.
- Ms. DiCorpo said pricing will be updated at Operations. The tent rental is through October. At that time, we may shift funds to additional tables, repurposing of space, if needed.
- Mrs. Rella asked when the guidance will come.
- Ms. DiCorpo said that is not known, the latest speaks to summer school guidance. The district's reopening plan is required to be posted

**Motion made and passed unanimously to bring the Architectural Study to the full Board for discussion and possible action.**

**D. COVID-19 Related Materials**

	<p>this month with opportunity for public comment and then updated every six months.</p> <ul style="list-style-type: none"> <li>• Mrs. Rella asked if vaccination of students 11 and younger will be required. She knows that private schools can require vaccinations.</li> <li>• Ms. DiCorpo said she hadn't heard that yet. On the DPH call this morning, it was said that 12-15 years olds are currently in the 30% range for having received the first dose of vaccination.</li> </ul> <p>Mrs. Monaghan moved to bring the request for COVID-19 related materials to the full Board for discussion and possible action.</p> <p>Motion seconded by Mrs. Rella.</p> <p>Motion passed unanimously.</p> <p><b>E. Camella's Cupboard Request</b></p> <ul style="list-style-type: none"> <li>• Mr. Aparicio said that Mrs. Chastain was present to speak to her request for exclusive access to the East Street gym until August 31, as well as an addition of a Blessing Box.</li> <li>• Mrs. Chastain thanked the Board for their support of Camella's Cupboard. She said last year they provided over 1,00,000 pounds of food and 10,000 USDA boxes. She said participation has fallen off a little, but is still two times what it was pre-COVID. They are currently using the full gym space. This is helpful for food security and to protect the very expensive walk in cooler. The new Blessing Box will be an unmonitored take it/leave it venue for non perishable food. They will try to make it as weatherproof/rodent proof as possible, and will check on it at least weekly.</li> <li>• Mrs. Monaghan asked what size the box is. Mrs. Chastain said about the size of a double kitchen cabinet. She is proposing to place it in the alcove near the back door at East Street, where it will be out of the way and not draw attention.</li> <li>• Mr. McCauley asked about other groups using the space. Mr. Aparicio said there are none at this time due to COVID. Bulls cheerleading has</li> </ul>	<p><b>Motion made and passed unanimously to bring the request for COVID-19 related materials to the full Board for discussion and possible action.</b></p> <p><b>E. Camella's Cupboard Request</b></p>
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requested the space beginning the last week of August through the winter. They have used the space for years. There is also typically an annual request from a dog training group.

- Mrs. Chastain said she wanted to clarify that her request is for indefinite exclusive access. The Board has previously approved exclusive access through August 31.
- Mrs. Rella noted that the memo was wrong then.
- Mrs. Rella asked what other spaces might be available for cheerleaders and other groups.
- Mr. Helmus said he finds it awkward to begin this conversation and acknowledged the wonderful work this organization does for food insecurity, but he said to give indefinite rights conflicts with current Board policies' normal rules and regulations. He referenced the recent discussion about 501c3 organizations like New Milford Fire and said it is not Board policy to waive fees. He said this may have been justified during COVID but not indefinitely. The Board has already discussed the architectural study tonight with the intention of not staying at East Street long term, so he asked how the Board could grant indefinite use. He asked if legal had reviewed the request.
- Mr. McCauley said he has similar thoughts but agreed that Camella's Cupboard is good for the community.
- Mrs. Rella noted they service some of our students.
- Mr. Helmus said he agrees, but it is unclear if we are violating our own policies. He said he would like to see this addressed more globally with the Mayor and Town Council taking a look too. It is for the good of the community, versus the school system.
- Mr. McCauley said this is a big discussion and he thinks it warrants legal review.
- Mrs. Monaghan said she would like to see an inventory of spaces available.
- Mr. Helmus asked if a building use application had been completed that follows the policy of use for 501c3 organizations. We should not be making new accommodations.

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	<ul style="list-style-type: none"> <li>● Mrs. Chastain said they are not asking to waive fees.</li> <li>● Mrs. Rella said she understands Mr. Helmus' position regarding indefinite use. She suggested the request be narrowed to one year.</li> <li>● Mr. Helmus said more details are needed to make sure we are following the rules.</li> <li>● Board Chair Wendy Faulenbach, who was present in the audience, said she would place the topic on the regular Board agenda for further discussion.</li> </ul>	
<p><b>4.</b></p> <p><b>A.</b></p>	<p><b>Items for Information and Discussion</b></p> <p><b>NMHS Roof Project Update</b></p> <ul style="list-style-type: none"> <li>● Mr. Aparicio said bids were received June 3 and the lowest bid came in at \$400,000 over. The Mayor will be meeting with his Finance Director to discuss options. The MBC has the project on hold. There should be more information by next Tuesday's full Board meeting.</li> </ul> <p><b>NMHS Scoreboard</b></p> <ul style="list-style-type: none"> <li>● Mr. Aparicio said the project has been slowed by the global materials shortage.</li> </ul> <p><b>NMHS Tennis Courts Update</b></p> <ul style="list-style-type: none"> <li>● No report was given. A memo was provided.</li> </ul> <p><b>NMHS Electronic Sign</b></p> <ul style="list-style-type: none"> <li>● Mr. Aparicio said the bid for this project is on the Operations agenda for approval. Based on the bid award, the funding request is a move from using the April meeting approved end of year funds to a recommendation of a set aside from capital.</li> </ul> <p><b>State of CT Security Grant Proposal</b></p> <ul style="list-style-type: none"> <li>● Mr. Aparicio said they are working to complete this application by the June 15 deadline.</li> </ul>	<p><b>Items for Information and Discussion</b></p> <p><b>NMHS Roof Project Update</b></p> <p><b>NMHS Scoreboard</b></p> <p><b>NMHS Tennis Courts Update</b></p> <p><b>NMHS Electronic Sign</b></p> <p><b>State of CT Security Grant Proposal</b></p>

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<p><b>F. Capital Projects</b></p>	<ul style="list-style-type: none"><li>Ms. DiCorpo said there is a matching percentage required and that will be discussed at Operations. She thanked the New Milford Police and Fire representatives who worked collaboratively with the district to give input.</li><li>Mr. Aparicio said this is an updated Five Year Capital Plan. Some items are highlighted to show in progress or removal due to NV5 or possible SNIS move.</li></ul>	<p><b>F. Capital Projects</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 7:39 p.m., seconded by Mrs. Monaghan and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:39 p.m.</b></p>

Respectfully submitted:



Brian McCauley, Chairperson  
Facilities Sub-Committee