

**New Milford Board of Education  
Facilities Sub-Committee Special Meeting Minutes  
February 3, 2015  
Lillis Administration Building, Room 2**

Present: Mr. Dave Littlefield, Chairperson  
Mrs. Wendy Faulenbach  
Mrs. Angela C. Chastain, Alternate  
Mr. David A. Lawson (entered at 6:42 p.m.)

Absent: Mr. John W. Spatola

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

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NEW MILFORD, CT

1.	<b>Call to Order</b>  The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:34 p.m. by Mr. Littlefield. Mrs. Chastain was seated in the absence of Mr. Spatola.	<b>Call to Order</b>
2.	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>There was none.</li> </ul>	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b>  <b>A. Planning for District-wide Grade Reconfiguration</b> <ol style="list-style-type: none"> <li>Pods and Boxes for Moving</li> <li>SMS Lockers</li> <li>SMS Art Room Conversion</li> <li>SMS Cafeteria Soundproofing</li> <li>SmartBoards and Computers</li> </ol> <b>Pods and Boxes for Moving</b> <ul style="list-style-type: none"> <li>Mr. Calhoun said the project managers had suggested using pods for each building involved in the move. There will be three at JPS and with one designated for each of the other three schools involved and one each at the other three schools.</li> <li>Mr. Littlefield asked what the cost was and Mr.</li> </ul>	<b>Discussion and Possible Action</b>  <b>Planning for District-wide Grade Reconfiguration</b> <ol style="list-style-type: none"> <li>Pods and Boxes for Moving</li> <li>SMS Lockers</li> <li>SMS Art Room Conversion</li> <li>SMS Cafeteria Soundproofing</li> <li>SmartBoards and Computers</li> </ol>

Calhoun said it is estimated at \$4300 for all six pods. Mr. Littlefield suggested the name of a local company for an additional bid and Mr. Calhoun said he would contact them. Mr. Calhoun said the district would be using a local supplier for boxes, tape, labels etc.

- Mrs. Chastain asked how packing materials would be distributed and Mr. Calhoun said they would be delivered to classrooms with labels.

#### **SMS Lockers**

- Mr. Calhoun said there is still an open bid with the company that installed the last lockers at SMS and the district would be using them to provide another 100 lockers to SMS for the hallway and athletic locker rooms. This will provide all students with lockers. The cost is estimated at \$29,000. A lead time of eight to ten weeks is required following approval with two to three days to install. If the project is not ready for install by April vacation, it will be done on evenings and weekends so as not to disrupt students and staff.
- Mr. Littlefield asked why the project did not wait until summer. Dr. Paddyfote said they want to get a head start so that when students and parents visit in the spring they will see a completed project. Mr. Calhoun said the more projects that can be completed now without disruption to current staff and students the better so as to minimize the projects occurring this summer.

#### **SMS Art Room Conversion**

- Mr. Calhoun said this project will be done in house utilizing local vendors. The old metal shop will be converted into a two room art suite with a full dividing wall in the middle and room for passage. New wallboard, tiles, lights and paint will be added.

	<p><b>SMS Cafeteria Soundproofing</b></p> <ul style="list-style-type: none"> <li>Mr. Calhoun said they will be changing out the ceiling tiles and replacing them with sound reducing ones as well as adding wall treatments for noise reduction. This project will also be done in house utilizing local vendors. They will coordinate the color scheme with the current Food Services project so that they will match. The project should be complete by spring.</li> </ul> <p><b>SmartBoards and Computers</b></p> <ul style="list-style-type: none"> <li>Mr. Hubelbank said this project was discussed during the budget hearings. The cost of \$98,000 for 30 SmartBoards includes installation.</li> <li>Mrs. Faulenbach asked if the goal with this project and the others was to get as much done this year without disruption to the educational process so that the district could then move on to other items and Mr. Hubelbank said that is the goal.</li> </ul>	
<p>4.</p> <p>A.</p>	<p><b>Items of Information</b></p> <p><b>Aquarion Water Meters</b></p> <ul style="list-style-type: none"> <li>Mr. Calhoun said that four of the six schools have water meters that no longer meet Aquarion specifications so the company is replacing them free of charge. JPS was one and that one will not be replaced. Aquarion has completed the work already at HPS and NMHS. The next building to have work done will be SNIS. Any work that would cause disruption to students and staff will take place outside of school hours.</li> <li>Mr. Littlefield asked if the meters were no longer accurate. Mr. Calhoun said he believed they were being replaced to allow for electronic reading and for standardization.</li> </ul>	<p><b>Items of Information</b></p> <p><b>Aquarion Water Meters</b></p>

	<p><b>B. CL&amp;P Electrical Upgrade at East Street</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun said there have been power issues for many years at East Street due to 1950s era transformer in the basement and underground power lines. CL&amp;P has agreed to remove the old transformer, install a new one outside and run a new set of lines.</li> <li>• Mr. Littlefield asked if CL&amp;P would take care of disposal of the old transformer and Mr. Calhoun said yes.</li> <li>• Mrs. Faulenbach asked if there was any cost to the Board and Mr. Calhoun said no.</li> </ul> <p><b>C. Update on Overtime</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun said the overtime report continues to be favorable. Last year at this time custodial overtime was at 61% usage, this year it is at 34.5% usage. Maintenance was at 95% usage last year at this time; it is now at 68% usage. Mr. Calhoun said they are trying to work smarter and control what they can so that overtime can be saved for events such as snow.</li> </ul>	<p><b>CL&amp;P Electrical Upgrade at East Street</b></p> <p><b>Update on Overtime</b></p>
<p><b>5.</b></p> <p><b>A.</b></p>	<p><b>Discussion</b></p> <p><b>John Pettibone Building</b></p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote said the motion at the June 18<sup>th</sup> meeting said the topic of the disposition of the John Pettibone Building would be handled by appropriate sub-committees. The topic has been added for discussion to both Facilities and Operations as appropriate.</li> <li>• Mr. Lawson said he views this as a wonderful opportunity to expand school options. Keeping control and using the building also provides an insurance policy of sorts in case demographics are wrong and a new school is needed five to ten years down the road. He sees the history of the town, the development of Route 7 and the revitalization of downtown as signs that growth will happen. He said that Ridgefield had a</li> </ul>	<p><b>Discussion</b></p> <p><b>John Pettibone Building</b></p>

	<p>similar situation and reopened their schools. Regarding usage, Mr. Lawson suggests that since the Board just expanded the position of Director for Adult Education it would be good to provide them with a dedicated space for their programs and possibly add day classes. Litchfield Hills Transition Center could move from the MAXX. The East Street offices could relocate there savings on needed infrastructure upgrades to East Street. On the town side, space could be used by the Probate Court, Parks and Recreation and the Youth Agency. The space might be attractive as a satellite campus for a private school. The fields would still be available for community use by youth programs and others. Mr. Lawson said if the building is not needed ten years down the road that would be the time to sell.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said she was pleased to see the discussion regarding usage. She asked if the Board could get a legal opinion on what its obligations are legally for disposition. Mrs. Chastain said it was in process.</li><li>• Mrs. Faulenbach asked for an update to the fiscal component regarding capital costs going forward if the Board retains the Pettibone building. Mr. Calhoun asked if Lillis costs should be included and Mrs. Faulenbach said both would be helpful for discussion purposes.</li><li>• Mr. Littlefield said he was interested in the fiscal costs going forward. He said there may be an opportunity to use the space for other things such as vocational programs like those offered by Abbott Tech or the Culinary Institute that might generate revenue to cover costs.</li><li>• Mr. Lawson said it was regretful that we are back to talking about finances over educational and community use. He said if a new school is needed costs would be much higher.</li><li>• Mrs. Faulenbach said that any open, honest dialogue about the building must include the dollar piece; things don't happen in a vacuum.</li><li>• Mr. Lawson suggested that the Board have</li></ul>	
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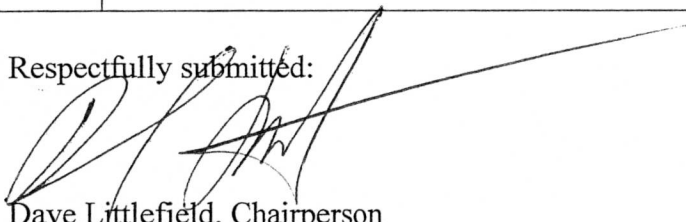
	<p>Milone and MacBroom give a presentation to the Board about educational repurposing of buildings since they have experience with that topic. Dr. Paddyfote said she thought there would be a cost for that.</p> <ul style="list-style-type: none"> <li>• Mr. Littlefield said these preliminary discussions should include cost; it would be irresponsible not to.</li> <li>• Mr. Lawson said regarding generating revenue that the Board is in the education business not money making business and that education is expensive.</li> <li>• Mr. Littlefield said he was talking about offsetting expenses not profit.</li> <li>• Mr. Lawson said costs should be discussed at Operations; this is the Facilities Sub-committee.</li> <li>• Mr. Littlefield asked who owns the fields. Mr. Calhoun said Kimberly Clark owns and leases them to the schools at no cost.</li> <li>• Mr. Littlefield asked how much land the property has. Mr. Calhoun said JPS is about 16 acres and he would have to research the fields.</li> </ul>	
6.	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Bob Coppola thanked the Chair for adding public comment here. He wanted to confirm that Town agencies are not charged for building use now so there would be no profit from their use. He was glad to see discussion starting about the future of the Pettibone building.</li> <li>• Anne Marie Sarbello, a New Milford resident, said she was concerned that the lockers added to SMS be of appropriate height for shorter sixth graders. She said she was told at a meeting with the Superintendent that the Pettibone building had to be turned back to the town and that it was time sensitive. She said the Youth Agency has expressed an interest in hosting a program at SMS but space may be an issue so why not put them in the Pettibone building. She reported that public opinion is</li> </ul>	<p><b>Public Comment</b></p>

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	<p>that the decision has already been made about the disposition of the property.</p> <ul style="list-style-type: none"><li>• Mr. Littlefield said no decision has been made by the Board of Education.</li></ul>	
7.	<p><b>Adjourn</b></p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:19 p.m. seconded by Mrs. Chastain and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:19 p.m.</b></p>

Respectfully submitted:



Dave Littlefield, Chairperson  
Facilities Sub-Committee