

**New Milford Board of Education
Facilities Sub-Committee Minutes
September 14, 2021
Sarah Noble Intermediate School Library Media Center**

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2021 SEP 16 A 9:33

NEW MILFORD, CT

Present:	Mr. Brian McCauley, Chairperson Mrs. Eileen P. Monaghan Mrs. Olga I. Rella
Also Present:	Ms. Alisha DiCorpo, Superintendent Ms. Holly Hollander, Assistant Superintendent Mr. Matthew Cunningham, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:47 p.m. by Mr. McCauley.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. SNIS Oil Tank Education Specs • Mr. Cunningham said he received the specs late this afternoon and they will be in Friday's Board packet. He said they provide a view of what we are looking to do with this project, and are required as part of the grant process with the Department of Administrative Services (DAS). Mrs. Rella moved to bring the SNIS Oil Tank Education Specs to the full Board for discussion and possible action. Motion seconded by Mrs. Monaghan. Motion passed unanimously.	Discussion and Possible Action A. SNIS Oil Tank Education Specs Motion made and passed unanimously to bring the SNIS Oil Tank Education Specs to the full Board for discussion and possible action.

4.	Items for Information and Discussion	Items for Information and Discussion
	A. NMHS Roof Project Update • Mr. Cunningham said the project is held up by the global shortages, specifically the fasteners in this case. In the meantime, they are working on the low slope roofs. Flashing replacements will begin on the flat roofs later this month. • Mrs. Rella asked if the project is still on target. Mr. Cunningham said they are still within the 400 day window originally set. • Mr. McCauley asked if the recent heavy rains were an issue. Mr. Cunningham said nothing substantial at NMHS. • Ms. DiCorpo said SNIS had some leaks but the roof is under warranty and will be addressed. • Mr. Cunningham said this is primarily an issue with the flashing. He said HPS had some issues too and that roof is not under warranty. B. School Based Health Centers Update • Ms. DiCorpo said Ms. Hollander contacted the state for assurance that the SBHCs are acceptable for ESSER funding. With that assurance in place, the agreements are in the process of being signed. Ms. DiCorpo said she will also be reaching out to Representatives Minor and Buckbee to lobby for funding support. • Mrs. Monaghan asked if the space had been defined. Ms. DiCorpo said it has been, through an architectural study. The program will be phased in over two years, beginning with NES and SMS. • Mrs. Rella said she had thought that once the program was established it would run on its own financially. Ms. DiCorpo said the district will still need to cover secretarial costs and medical supplies not covered by insurance.	A. NMHS Roof Project Update B. School Based Health Centers Update

C.	SNIS Oil Tank Update • Mr. Cunningham said there is a prep meeting with DAS scheduled for Monday, to review what is needed when applying for the grant. With the use of an online portal, Mr. Cunningham is hopeful that the process will be completed in October so that the project can go out to bid. • Mr. McCauley asked about the timeframe for the actual project. Mr. Cunningham said it should take a couple of days at most. • Mrs. Monaghan asked if the area will be landscaped following. Mr. Cunningham said yes, that is part of the specs. D. NV5/ESG Update • Mr. Cunningham said the project team meets biweekly. The last meeting focused on the lighting aspects of the project, which included polling of teachers in the buildings. Background check expectations and vaccination requirements were also discussed. ESG will be out on Thursday for site visits for chillers and RTUs. IT will be consulted regarding plug in controllers for energy conservation at night. • Mrs. Monaghan said she appreciated the teacher survey as it is important to include their input. • Ms. DiCorpo said she and Mrs. Faulenbach have had additional meetings with the Town about the project. They have asked for a cost by school and for clarification on the cost of state permit requirements. E. NMHS Scoreboard • Mr. Cunningham said Mr. Lipinsky has chosen to wait until the end of the fall season to complete this repair so as to avoid any potential disruptions. It is scheduled for November 15.	C. SNIS Oil Tank Update D. NV5/ESG Update E. NMHS Scoreboard
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	F. NMHS Tennis Courts Update • Mr. Cunningham said a walkthrough was done last week and the project is complete. New nets were purchased and pickleball lines added as well. They are open for play. He is talking to the maintenance crew about future cleaning to maximize the repair. G. NMHS Electronic Sign • Mr. Cunningham said they received the permit from Zoning yesterday. Principal Manka is considered the end user. It was agreed that flashing lights and motion will be avoided. He said the next step in the process is the building permit. They are hoping for an October install. • Ms. DiCorpo thanked Mayor Bass for waiving the permit fee. H. State of CT Security Grant Proposal • Mr. Cunningham said there is nothing new to report as they are still waiting on the award. • Ms. DiCorpo said the topic will stay on future agendas until the outcome is known. I. Capital Five-Year Plan • Mr. Cunningham said this is a fluid document. He is anticipating that some items will be addressed with the security grant and NV5/ESG project. ESG had accumulated a great deal of information about the buildings during walkthroughs with Facilities staff, whether ultimately included in the project or not, and Facilities will be using this to help reevaluate the plan going forward. • Ms. DiCorpo said there will be workshops on capital at budget time, including other areas and technology. J. Turf Field Committee Update	F. NMHS Tennis Courts Update G. NMHS Electronic Sign H. State of CT Security Grant Proposal I. Capital Five-Year Plan J. Turf Field Committee Update
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	Mr. Cunningham said the Turf Field Committee will reconvene on September 21. They are still looking for another Board member to join. During that meeting, they will be discussing ways to profit from field usage and advertisement, updating of the field use handbook and the application form.	
K.	Hipp Road Traffic Study - Mr. Cunningham said Facilities attended a meeting with the Town on August 30 to discuss traffic flow problems at SMS and NES. This perennial problem has been exacerbated by higher car traffic due to COVID-19. They are reconvening in a couple of weeks. Mr. Cunningham is interested to see what Public Works has to suggest. He said student safety is paramount to the district. - Ms. DiCorpo said they are interested in adding a crosswalk between campuses that includes a light up sign and also looking at the speed limit of the street. - Mrs. Monaghan asked if arrivals are staggered between the schools. Mr. Cunningham said they are but traffic is still an issue. - Mrs. Rella suggested expanding the parking lot for staff by using the old tennis court area. - Ms. DiCorpo said they are looking at all areas.	K. Hipp Road Traffic Study
L.	Feasibility Study and Enrollment Study Updates - Mr. Cunningham said they are looking to set up a Special Meeting of the Board in late September/early October to review both studies. - Ms. DiCorpo said they will be presented back to back as they are intertwined. This will provide detailed information to begin the conversation of next steps. The Mayor will be invited since Town consensus will also be needed.	L. Feasibility Study and Enrollment Study Updates

M.	COVID-19 Related Materials/COVID-19 Building Use Form • Mr. Cunningham said they are in good shape with supplies, but do need to order additional dividers for the tables outside under the tent at the high school, as they will move inside at the end of October and go into the large gym. This will require a set up and breakdown each day. • Mr. Cunningham said they have added a COVID-19 event management form to the building use packet. It has been reviewed by Lisa Morrissey and DPH and will be updated as needed. • Ms. DiCorpo said there are no restrictions on Facilities use at this time as long as the proper protocols are followed when applying. • Mrs. Rella said it will be important to be careful with the gym floors to avoid damage. Mr. Cunningham said the tables have rubberized feet. • Ms. DiCorpo noted that a final finish was not done on the floors due to the roof project. • Mr. Giovannone said he would be revising the purchase resolution for Friday's Board packet to include the dividers.	M. COVID-19 Related Materials/COVID-19 Building Use Form
5.	Public Comment • There was none.	Public Comment
6.	Adjourn Mrs. Rella moved to adjourn the meeting at 7:20 p.m., seconded by Mrs. Monaghan and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:20 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee