

**New Milford Board of Education
Facilities Sub-Committee Minutes
May 10, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. Brian McCauley, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Tom O'Brien
Also Present:	Mr. Matthew Cunningham, Facilities Director Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Holly Hollander, Assistant Superintendent Mr. Jeffrey Turner, Technology Director Ms. Rebecca Adams, Human Resources Director Mr. Nestor Aparicio, Assistant Facilities Director

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NEW MILFORD, CT

1.	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.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Items for Information and Discussion A. NMHS Roof Project Update • Mr. Cunningham said United Roofing is still submitting daily work plans and administration works in conjunction with Facilities to ensure classes are not affected by work. Panels have been installed on the large gym and the majority of the small gym. Detail work, such as the ridge cap, is being finished above the theater roof. The next area to be addressed will be the panel installation on the rear canopy in conjunction with the cafeteria roof which will only occur during times prior to the lunch waves.	Items for Information and Discussion A. NMHS Roof Project Update

	• Mr. McCauley asked if extra workers had been brought in. • Mr. Cunningham said yes and he expects additional crews for summer work as well.	
B.	Woodshop HVAC Update • Mr. McCauley thanked Mr. Cunningham for the tour of the area provided to Board members on Friday. • Mr. Cunningham said we are awaiting the final signed copy of the AIA (American Institutes of Architects) contract between Silver Petrucelli & Associates and NMPS. At that time, a site visit will occur and building drawings will be provided to the engineer. • Mr. O'Brien asked what the contract is for. Mr. Cunningham said it is to provide detailed mechanical specifications to resolve issues with the code.	B. Woodshop HVAC Update
C.	School Based Health Centers Update • Mr. Cunningham said we have made some alteration to the original approach for the planning aspect of the Centers. Now we will be looking to have the A&E elements complete for all five locations at once instead of breaking it into two separate phases. This should expedite the operation and hopefully reduce costs. • Mr. Hansell asked for confirmation that this is ESSER funded. Mr. Cunningham said it is.	C. School Based Health Centers Update
D.	SNIS Oil Tank Update • Mr. Cunningham said the State Office of School Construction Grants & Review had asked for some additional documentation in the form of an updated SCG-9000 letter from the Department of Emergency Services and Public Protection, stating that they have received and reviewed Sarah Noble's All-Hazards Plans which were submitted last Fall. We received	D. SNIS Oil Tank Update

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that letter and sent it on this week, only to be told that they don't need the letter any longer. Approval will lead to a pre-bid conference and the Town will take the lead on the project at that time.

- Mr. O'Brien asked for a brief synopsis of the project. Mr. Cunningham said it is removal of an existing tank. A belly tank will be used going forward to power the existing emergency generator as needed.

E. NV5/ESG Update

- Mr. Cunningham said ESG is currently completing the lighting upgrades at all five schools. A walkthrough will be conducted in mid-May to close out the pipe insulation, water conservation, and building envelope weather stripping. On May 5th, representatives from ESG, Vanguard, Garland, and the schools met on the rooftops of the high school and Sarah Noble to discuss requirements for roof penetrations that will occur from the new boiler installations. In addition, specifications for the solar panel installation at Sarah Noble were reviewed. Both the solar and boiler work is scheduled to be completed this summer.
- Mr. Hansell asked if there were any concerns raised about the roofs and Mr. Cunningham said no.
- Mr. O'Brien said he had heard a complaint from a teacher that the new lighting is too bright in a small office and asked if adjustments are possible. Mr. Cunningham said adjustments could be made.
- Mr. Helmus asked about the accounting side of the project and if it is on track with construction costs. Mr. Cunningham said the only change order on the schools side so far was regarding emergency lighting in the gym and that will come out of contingency funds.
- Mr. Giovannone said there was a meeting on May 6 with ESG to review the project as the Board prepares for the December billing. As of

E. NV5/ESG Update

	now, it is believed the target will be met through energy incentives from Eversource while the construction projects continue. • Mr. Helmus asked when the Board will see that report. Mr. Giovannone said he believes before the end of the school year.	
F.	Lillis Building • Mr. Cunningham said Facilities has reached out to SPA (Silver Petrucelli & Associates), who were originally contracted to develop plans for the move of Central Offices to Sarah Noble, in order to discuss potential modifications that would allow for a less expensive project. Those discussions are currently still ongoing. • Mr. Helmus asked when the Board will see the revision. Mr. Cunningham said hopefully at next month's meeting. • Mr. O'Brien asked what the big cost drivers are. Mr. Cunningham said they are the mechanics behind the revisions to the delineated internal space - rest rooms, HVAC equipment etc.	F. Lillis Building
G.	Bid Awards 1. Septic & Grease Trap Service and Cleaning 2. Boiler & Burner Service and Cleaning • Mr. Cunningham said annual RFP's (Request For Proposals) were posted for septic cleaning and boiler cleaning at schools. Pen Marr Boilers was awarded the bid to service the schools' boilers. New Milford Septic Services was awarded the bid for the cleaning of septic tanks and grease traps. • Mr. McCauley said the bid approvals will be on the Operations agenda tonight.	G. Bid Awards 1. Septic & Grease Trap Service and Cleaning 2. Boiler & Burner Service and Cleaning
H.	Capital Projects • Mr. Cunningham said the Facilities and Finance Departments met and reviewed	H. Capital Projects

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	potential end of year projects and revised Capital Improvement Projects. This will be covered more in depth by Mr. Giovannone at the Operations Subcommittee Meeting.	
4.	Public Comment • There was none.	Public Comment
5.	Adjourn Mr. Helmus moved to adjourn the meeting at 7:10 p.m., seconded by Mr. Hansell, and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:10 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

