

**New Milford Board of Education
Facilities Sub-Committee Minutes
October 8, 2019
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mrs. Eileen P. Monaghan
Mrs. Tammy McInerney, Alternate

Absent: Mrs. Angela C. Chastain
Mr. Joseph Failla

Also Present: Dr. Kerry Parker, Superintendent
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director
Mr. Anthony Giovannone, Director of Operations and Fiscal Services
Ms. Ellamae Baldelli, Director of Human Resources

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. Mrs. McInerney was seated as an alternate.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Turf Field Follow up - Mr. Munrett said the Turf Fields Advisory Committee met on September 24. Mr. Lipinsky provided the comparison chart of turf field fees for neighboring towns. The committee concluded that New Milford is charging too little for field use and rates should be increased, in particular for outside group rentals. - Mrs. Monaghan said she thought the fact that non-profit and for-profit groups are charged the same is unkind to the non-profits. - Mr. McCauley asked if the next step is to bring recommendations to Operations, since fees are involved. - Mr. Munrett said they are looking into recommendations for dollar amounts for the increases and then will bring suggestions to the	Discussion and Possible Action A. Turf Field Follow up  RECEIVED TOWN CLERK 2019 OCT 10 P 12:55

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	November Facilities and Operations committees. Mrs. McInerney asked who makes up the Advisory Committee. Mr. Munrett said it is himself, Mr. Lipinsky, two student representatives, Mrs. Faulenbach, Mr. Dahl, and Ms. Hough, who is a NMHS coach. Mrs. McInerney said that seems like a well-rounded group to make recommendations.	
4.	Items of Information	Items of Information
A.	SNIS RTU for Cafeteria - Mr. Munrett said two compressors on this unit failed in late September right after the last BOE meeting. The district has replaced three units already in the last four years. Repair for this one is estimated at \$18,000, replacement at \$66,000. - Mr. Giovannone said the budget drivers memo speaks to this unit and the need to budget for repair/replacement of future units. They are all roughly the same age. - Mr. Munrett said there are nine other roof top units at SNIS, sixteen total in district. - Mr. McCauley asked if this might be a project for Celtic Energy. Mr. Munrett said perhaps, and that they would definitely bring it to the company's attention.	A. SNIS RTU for Cafeteria
B.	Celtic Energy Follow up - Mr. Munrett said that Celtic has informed them that they will not issue a separate contract for the BOE but run projects through the Town agreement. - Mr. Giovannone said the Board approved the Celtic partnership on September 17 with the understanding that an agreement would be signed. Since the lion's share of the projects will be to BOE buildings, he thinks it is important to have a memorandum of understanding with the Town regarding the prioritization of projects. He emailed the Mayor last week regarding an addendum to the Celtic agreement or separate	B. Celtic Energy Follow up

MOU. The Mayor indicated he would follow up with the Town attorney, and said he was committed to the next steps. Mr. Giovannnone is hoping to have an update for the full Board meeting.

- Mr. McCauley said he is concerned that without something in writing the Board will get the short end of the stick in the deal. Mrs. Monaghan agreed.
- Dr. Parker said it is important to have the Board's voice heard, especially since they had been told that the agreement was on hold until the BOE came on board.

C. Budget Drivers - Facilities

- Mr. Munrett said this time every year they start informing the Board of items that may have budgetary impact for the coming budget years.
- Dr. Parker noted that this list is a draft resulting from brainstorming meetings and is subject to change. Discussions are just starting but she wants to be as transparent as possible about what they are looking at. She said these are projects that are on their radar, regardless of how they are ultimately funded.
- Mr. McCauley noted that the elevator cost is less than first discussed. Mr. Munrett said that is correct; at first, they thought two elevators would need to be retrofitted but now have determined it is only one. Also the U.S. Communities pricing came in lower than anticipated.
- Mrs. McInerney asked if there was any chance the schools were grandfathered in since this was a retroactive code change. Mr. Munrett said they are not.
- Mr. Munrett said the RTU replacement need has already been discussed. He said the building controls relate back to the Windows 7 upgrade discussed previously. If this is not done through a capital reserve withdrawal, the service contract will have a significant impact on the operating budget.
- Mr. McCauley said he would rather pay it outright than over time.

C. Budget Drivers - Facilities

	• Mr. Munrett said the vendor for building access controls will no longer support the software after this month. They will bandaid the current system until a new purchase is made. The Town is looking into its own system. They met to discuss collaborating on a future system to help with pricing. Mr. Munrett said the good news for the district is that they are not starting from scratch; wiring etc. is already in place. D. Updated Capital 5 Year Plan - Facilities • Mr. Giovannone handed out a revision to this document, which includes the budget drivers and provides a full landscape of possible projects. He described it as the “go to” document for Facilities capital projects, regardless of how they are funded. • Mrs. McInerney asked what happens to capital project funds if the projects are not done or come in lower priced. Mr. Giovannone said if they are funded through capital reserve withdrawal, unused funds go back to capital reserve. It is a multi-year fund. • Mrs. Monaghan suggested \$100,000 for HVAC replacement annually might not be high enough if more than one unit fails. Mr. Munrett said the \$66,000 cost for the SNIS unit under consideration is higher than average because it is such a big unit. Other units would not be as expensive. • Mrs. Monaghan said she was surprised we are still working on asbestos abatement. Mr. Munrett said it is a constant project. A survey is done every six months to reallocate areas of concern as deterioration occurs. • Mrs. McInerney asked if the high school was exempt from asbestos issues. Mr. Munrett said no building is exempt but they do have a letter from the architect saying that no asbestos materials were used to their knowledge. The district is still obligated to check and test. • Mrs. Monaghan questioned the \$60,000 allocated for cupola repair and suggested the BOE should leave the Lillis Building instead. Mr. Munrett said it is the most noteworthy leak spot. Mr. Giovannone said they are obligated to	D. Updated Capital 5 Year Plan - Facilities
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	be stewards of the building while they are here. • Mrs. Monaghan asked where vehicles are currently stored. Mr. Munrett said outside. They have met with the Town to discuss possibilities, but there has been no follow up. • Mrs. Monaghan asked about the roof replacements. Mr. Giovannone said the Town has bonded \$1.2 million towards the high school but it is still to be determined exactly how that money will be used. Mr. Munrett said all roofs need work; it is a matter of prioritizing needs. • Mr. McCauley said he brought up the topic of adding a BOE member to the Municipal Building Committee and it will be added for discussion and action to the full BOE agenda for next week.	
5.	Public Comment • Regarding the Facilities 5 year capital plan, Wendy Faulenbach said she hopes historical preservation grants will be pursued for any work on the East Street building. Regarding the need for follow up with the Town, she respectfully suggests that the Board needs to take the lead there and schedule frequent meetings with the Town to follow up on every line item under consideration. Every collaboration is a possibility to save money and positions. Regarding the budget drivers, she hopes a cost breakdown will come for all items, and that the collaborative discussions with the Town will continue in this area as well.	Public Comment
6.	Adjourn Mrs. Monaghan moved to adjourn the meeting at 7:28 p.m., seconded by Mrs. McInerney and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:28 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee