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NEW MILFORD, CT

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

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 of Information	Items of Information
A.	Celtic Energy Follow up - Mr. Munrett said they met with the Town the week before Thanksgiving regarding the MOU. The respective legal counsels are working behind the scenes to iron it out. In the meantime, so as not to delay the project, Celtic Energy has prepared an RFQ which they have shared with the Town. - Dr. Parker said she followed up with the Mayor on Thursday, who in turn was following up with Attorney DiBella.	A. Celtic Energy Follow up
B.	SNIS Hot Water Heater Mr. Munrett said the hot water heater had developed a slow leak. A new unit was purchased and installed in house with no interruption to the school schedule. The unit appears on the purchase resolution.	B. SNIS Hot Water Heater

C.	Relocation of Administrative Offices • Dr. Parker said that after the last Facilities meeting where she mentioned relocation to SNIS, internal conversations continued. She met with Anne Bilko and walked the school to determine how best the offices would fit there. They are looking at the northeast side of the building, which has parking, its own entrance, and a ramp for access. The plan is to block off access from the offices to the general school area. Dr. Parker wanted to discuss the relocation with the Board before talking to the fire marshal regarding feasibility. The hope is to have a dedicated BOE room with video access for all meetings eventually. • Mr. Failla said he likes the idea, including moving Facilities staff there so everyone is in one central location. He thinks separate access from the school is important. • Mr. Failla asked if there is air conditioning year round. Mr. Munrett said all classrooms have central air conditioning. • Mr. Failla asked if there were any hidden costs. Mr. Munrett said they are still reviewing but nothing jumps out as of yet. • Mrs. Chastain said she is not opposed to the plan. Her biggest concern is doing it right and having offices that befit the administration. She doesn't want to see people moving into classrooms and just sectioning them off. • Dr. Parker said they are already talking about partitions and walls. These would be phased in as budget permits. • Mrs. Chastain asked about the timeframe. Dr. Parker said once school is out in June, the priority would be to settle the SNIS staff moves. Then the relocation would start after July 1, with high access departments on the first floor moved first. • Mrs. Chastain said her biggest hesitation is enrollment. She would want to see projections. Danbury's enrollment is way up and she can see some of that coming to New Milford. Dr. Parker said they have looked at numbers five years out and it is not an issue. There is more available	C. Relocation of Administrative Offices
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	space now than is needed. • Mrs. Chastain remembered there was an issue with servers on Route 7 at one time and asked if that is a concern. Mr. Munrett said no; the CEN line is at SNIS now. SNIS also has a generator. • Mrs. Chastain asked if the Mayor had been informed of the plan. Dr. Parker said no, she wanted to talk to the Board first. • Mrs. Chastain said she would like information on available space at both elementary schools. She would also like a tour of the space offered to BOE members. She said she thinks it is important to have SNIS staff input. • Mr. Failla said he would love to see East Street vacated. He said it is a true money pit. D. Budget Drivers - Facilities • Dr. Parker said the budget drivers can be found on the district-wide memo for Operations. • Mr. Munrett said they are largely unchanged, with the exception that estimated costs have been added. Priorities remain building controls, elevator retrofit, access controls, and RTUs. He is hopeful that some of these projects might fit into the Celtic Energy audit.	
4.	Public Comment • There was none.	Public Comment
5.	Adjourn Mrs. Chastain moved to adjourn the meeting at 7:08 p.m., seconded by Mr. Failla and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:08 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee