



**TOWN OF ROCKY HILL
BOARD OF EDUCATION FACILITIES COMMITTEE
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Board of Education Facilities Committee
DATE MEETING AGENDA POSTED	August 14, 2009
LOCATION	Training/Conference Room
DATE OF MEETING	August 18, 2009
TIME MEETING STARTED	5:30 p.m.
PERSON PREPARING MEETING MINUTES	Jo-Anne Booth, Recording Secretary
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. Charles Wisnioski, Chairman	2. Nadine Bell
3. Maria Mennella (Entered at 5:38 p.m.)	4. Also present: Superintendent Dr. Jeffrey Villar
5. Finance Director Frank Connolly	6. William MacDonald (Chairman of Bd. of Ed.) (Entered at 5:36 p.m.)
7. Frank Morse (Bd. of Ed.)	8. Catherine Vargas (Bd. of Ed.)
9. Debbie Friday (Resident of R.H.)	10.

NUMBER REQUIRED FOR QUORUM 2 QUORUM PRESENT Yes No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION Passed Failed Tabled

Moved by Maria Mennella, seconded by Nadine Bell, to accept the prioritization of the Capital Improvement Plan and to move this to the full Board of Education pending the information on the Capital and Nonrecurring Account as related to the Fire Marshal recommendations.

**FAVOR: ALL
MOTION CARRIED**

2nd MOTION Passed Failed Tabled

Moved by Maria Mennella, seconded by Nadine Bell, to adjourn the meeting at 6:53 p.m.

**FAVOR: ALL
MOTION CARRIED**

LINK TO WORKING NOTES (will be attached if available)

ACTION

CORRECTION(S) (will be attached if available)

TIME MEETING ADJOURNED: 6:53 p.m.

TIME DELIVERED TO TOWN CLERK: _____.

Town of Rocky Hill
Board of Education
Facilities Committee Meeting Working Notes
August 18, 2009

A Facilities Committee meeting of the Rocky Hill Board of Education was held on Tuesday, August 18, 2009 in the training /conference room. Chairman Charles Wisnioski called the meeting to order at 5:30 p.m. Present were: Nadine Bell and Maria Mennella (Entered at 5:38 p.m.). Also present were William MacDonald (Chairman of Bd. of Ed.) (Entered at 5:36 p.m.), Frank Morse (Bd. of Ed.), Catherine Vargas (Bd. of Ed.), Superintendent Dr. Jeffrey Villar, Finance Director Frank Connolly and Debbie Friday (Resident of R.H.).

1. Discussion of the Capital Improvement Plan

Superintendent Dr. Villar told everyone that there was an updated version of the CIP (Capital Improvement Plan). Finance Director Connolly passed a copy of this out to everyone. Superintendent Dr. Villar said this was dated as of today. A CIP is trying to be developed and in the development of this, he, Finance Director Connolly, building administrators and Mr. Rich Cooke (Director of Facilities) have gone back to review the town budget, architectural reports, the Board of Education's budget documents and the plans for the elementary and secondary schools that the Board of Education adopted over a year ago. They tried to look for the items that consistently came up as being in need and that also fit a criteria which meet an annual one time cost of \$100,000 or less. There are needs that won't fit this definition and will be more expensive but they will still need to be part of the discussion for the referendum items as well as for larger construction later on in the future.

Currently, there is \$229,000 in the town budget that exists for Capital Improvements. Superintendent Dr. Villar said they are trying to "grab the bull by the horns" and be very specific about the building needs in each of the schools and how they feel the monies can immediately be spent in order to improve the situation at the schools. He explained what they are looking for with Capital Improvements. They feel it is important to have a plan in place that systematically addresses the needs so that the buildings start to "spiff up" over time.

Superintendent Dr. Villar told everyone that he would have Finance Director Connolly walk through the preliminary draft of the CIP. Superintendent Dr. Villar thinks the Board of Education will ultimately be voting on some value statements when it votes on the CIP with priorities. The Board of Education needs to make this decision because it becomes a community decision. Issues of safety are in a different class by themselves. Superintendent Dr. Villar asked Finance Director Connolly to also go over what happened with the fire code at Moser School and Stevens School in order to give everyone an update. Significant work has been done.

Mrs. Bell asked if they are going to get the Fire Marshal report. Superintendent Dr. Villar said he has requested it but the latest update hasn't been done. He said that he and Fire Marshal Rich Renstrom have spoken. Fire Marshal Renstrom is planning on waiting for the fire code update to be completed. There will be a new inspection report. Superintendent Dr. Villar spoke about the new Connecticut Statute that begins on October 1, 2009 which requires the Fire Marshals to give a copy of their annual reports to the Boards of Education. Mrs. Bell said she would like to see the report where it states "Fire Marshal recommended". She wants to see the report that these comments were based on. Superintendent Dr. Villar told Mrs. Bell that he can get this because they do have copies of the report from last summer. Mrs. Bell asked if this is the latest. Superintendent Dr. Villar said there is a follow-up that has the same items that have been discussed but he didn't have a copy of that. Mrs. Bell said they really have to get the follow-up and she thinks they would be remiss if they pass any CIP without a Fire Marshal report to review. Superintendent Dr. Villar said he did request a copy of the latest report.

Superintendent Dr. Villar said he talked with Fire Marshal Renstrom several times and he liked to think that he was somewhat satisfied with regards to the administrative responses to the concerns. Superintendent Dr. Villar thinks that Fire Marshal Renstrom is relatively pleased with the amount of work that was done over the summer based on the funds that were turned over to the town. Approximately \$45,000 of this was turned over and expended on fire code issues.

Mrs. Vargas asked if they are going to get a list of what is outstanding and what was paid for. Mrs. Vargas asked if any of the \$229,000 was spent on any of this. Superintendent Dr. Villar said no and he said the \$229,000 hasn't been expended. This was the excess funds that had been returned to the town at the end of the school year. Mrs. Bell said this was approximately half of what had been on at least one of the Fire Marshal recommended lists. Superintendent Dr. Villar said the main hallway at West Hill School has not been addressed and this is one of the outstanding major items. This is with regards to the cubbies. Mrs. Bell said the amount for this is \$51,000. Chairman Wisnioski asked Mrs. Bell where she got this number. Mrs. Bell said there were four different spreadsheets.

Superintendent Dr. Villar asked Finance Director Connolly to get started at this point. Finance Director Connolly said they are looking for the Board of Education to adopt a CIP this year. The Town Council has adopted the CIP for 2009-2010 already in the amount of \$229,000. Finance Director Connolly said they are recommending to the Board of Education that they give direction to the town with regards to what should be done with this \$229,000. He referred to the document that was just passed out this evening and he said this is the entire intent of this exercise. This is a series of recommendations to be given to this Committee and eventually to the Town Council as to how the \$229,000 should be spent. Finance Director Connolly explained that the items on the list already fit what the Town Council has adopted for an appropriation for Capital Improvements for the Board of Education. It is being recommended that the full Board of Education eventually adopt their own CIP to fit the \$229,000. In November and

December, the staff will prepare a new CIP for the Board of Education for Fiscal Year 2010-2011 for the Board of Education to consider as part of its regular budget. It is being recommended that the Board of Education then adopt its CIP for 2010-2011 for inclusion in the Board of Education's 2010-2011 budget document. This will be a very specific program as to what items they want to see done in the coming fiscal year. Because they are late this year and just developing this, they will have two fiscal years of appropriations to work with. Finance Director Connolly said this makes it nice. The Board of Education will adopt the CIP as part of their annual process to give to the Town Council as part of its operating budget. The Board of Education, not the town, will be setting their priorities as to what it wants done in the schools. He referred to the town's adopted budget and the page that has the Capital Improvements. In the back of this budget, there is a whole list of items for the Police Department, Highway Department and the Board of Education, etc. He explained more about this. The intent of what they are proposing to do is to "marry" the appropriation the town has given to what the Board of Education wants to do in Capital Improvements.

Finance Director Connolly referred to the draft of the CIP, dated today, that was just given to everyone. This is the fifth or sixth version that they are working on. He pointed out that the figure of \$229,000 appears in each fiscal year. This is a control and this is a constant to work for that is already a part of the base of the budget. He referred to the column that is in gray for \$229,000 and he said this is labeled "BOE Proposed 2009-2010". There is a list of items being recommended to the Board of Education and the Board of Education can decide whatever it wants to do on these items. Mrs. Bell confirmed with Finance Director Connolly that the gray area is the recommendation to the Board of Education on what needs to get done. Finance Director Connolly said yes. He then referred to the column labeled "Supt. 2009-2010" and how in that column there is the total five year cost as opposed to the Board of Education's column which is just for the coming specific year. He referred to the second item on this document for the replacement of metal lockers in the pool area for the high school for \$54,000. This couldn't be fit into Fiscal Year 2009-2010 so it was put into Fiscal Year 2010-2011.

Finance Director Connolly referred to the item with regards to the updating of bathrooms and the Superintendent's column is showing what the five year cost of this is, which is \$75,000. They are recommending to the Board of Education that \$15,000 be spent in the coming fiscal year for this. This spreadsheet adds up vertically and horizontally.

Finance Director Connolly said if the Board of Education adopts the CIP for this year then they will work in December with the column labeled "FY 2010-2011" with regards to what their priorities will be for the coming year. The fiscal year has already started so he said what makes this nice is that once the Board of Education adopts whatever it wants and gives it to the Town Council, some of the items will be ready to go. The summer will be needed to do some of the items (i.e. refurbishing the gym floor which takes two to three weeks to do).

Finance Director Connolly referred to the money for 2009-2010 and he said it doesn't lapse. This money continues over a period of years. Capital Improvements start to be

built up. Things start to be scheduled and they get done. In December, when the CIP is adopted, there will be extra money to work on things for next summer. They are behind because they lost a summer due to authorizations not being in place for some of the items. He explained that this will be a catch up process.

Finance Director Connolly said the Fire Marshal recommendations are not on the CIP. Those recommendations are in the Capital and Non-Recurring Account. Finance Director Connolly referred to the sheet that has the referendum items listed on it which are items that cost over \$100,000. A couple of the major ones have been highlighted and there are some very preliminary numbers. The Town Council just authorized money to hire the Architect back to start working on major school renovations. Finance Director Connolly said they are trying to distinguish between what items eventually will go to a referendum versus the Capital Improvement items. This is important because otherwise everything would wait for a referendum and nothing will get done if it fails.

Mrs. Bell asked Finance Director Connolly if he had a current list of what items are in the Capital and Non-Recurring Account. Finance Director Connolly said he didn't and he said the town has this. He referred to the \$47,000 that had been turned over to the town from the Board of Education on June 30, 2009 and he said the Town Council then moved ahead and authorized for the fire and safety improvements to be started. These improvements have been started and they will be completed at Moser School and at Stevens School. Mrs. Bell referred to the ones at the high school and at West Hill School that the Fire Marshal recommended. Finance Director Connolly asked Mrs. Bell which ones she was referring to specifically. Mrs. Bell referred to the wooden lockers and the fire alarm zones in the high school. Finance Director Connolly said estimates are being obtained on the wooden lockers. They think the number will be a big number because there are seven hundred lockers at West Hill School and there is a cost of \$54,000 for the lockers at the high school. They are talking to the town and trying to charge this off to the Capital and Non-Recurring Account because it is going to be a big number.

Mrs. Bell spoke about her concern of not being able to see what the funding is and what the priority list is. Her concern is developing a CIP that will not address the Fire Marshal recommendations if the money isn't there or if they don't see the proper plan in place for the Capital and Non-Recurring Account. She would rather see some of this funding going to those things because those are clearly safety items.

Finance Director Connolly asked Mrs. Bell what else she had referred to besides the wooden lockers. Mrs. Bell said she referred to the fire alarm zones at the high school. Superintendent Dr. Villar said the annunciator panel is new but it is not being reported as to where the alarms are sounded. Mrs. Bell asked Finance Director Connolly if he understands her concern. Mrs. Bell said some of the things really need to get done because they are safety items. Finance Director Connolly told Mrs. Bell that things are getting done. Finance Director Connolly said the lockers can't be done until at least Christmas vacation and if they can't be done then, they will be done next summer. Superintendent Dr. Villar said this might be the fallback position that gets highlighted as a priority. He told Mrs. Bell that he understands what her concern is. Mrs. Bell said she

is concerned that something that would be labeled as Fire Marshal recommended could potentially fall through the cracks. She didn't think anyone wants to see that happen.

Finance Director Connolly said he has the Fire Marshal's report which is dated August 5, 2008. Finance Director Connolly said copies could be made of this if they wanted.

Superintendent Dr. Villar told Mrs. Bell again that he understands her concern. Superintendent Dr. Villar said in the transmittal letter when the CIP is adopted, they can communicate that the two items just spoken about be taken care of with the other funding source. He said they could actually state that it is their understanding that these two items are being taken care of on the town side and that is why they are not considered in the CIP. Mrs. Bell said she didn't care what list these items are on but she wants to know they are being done. The passing of the CIP doesn't assure her that they are addressing all of the safety issues. Superintendent Dr. Villar told Mrs. Bell she was right and he said even if the items go on the CIP, it doesn't ensure that they are going to be done.

Chairman Wisnioski said there are a lot of semantics here about expenses, repairs and about Capital. He said if the Fire Marshal has identified items in some reports and if they acknowledge that there is a concern for safety specifically for the wooden lockers then he said it is not for them to make a judgment as to whether they need to be replaced if it is in a report. Chairman Wisnioski said he has a very difficult time with the whole concept here. He explained that there are one hundred and eighty school days. The school day ends at 2:00 p.m. or 3:00 p.m. The Board of Education has some control over the spaces for half of the year and half of the day. The rest of the time, the Parks and Recreation Department could be running something or the seniors are doing something, etc. He said these are not the Board of Education issues but they are the town issues. He told everyone that he hopes they come out of this evening's meeting and subsequent meetings concurring with administration on most of the items for this year. There are some safety issues that have to go forward.

Chairman Wisnioski asked Finance Director Connolly about the \$155,000 that he had previously mentioned. Mrs. Vargas said they prepaid \$155,000 worth of things. Finance Director Connolly explained some more about this. Chairman Wisnioski said there is \$47,000 (that was turned back to the town), \$229,000 for 2009-2010 and \$229,000 for 2010-2011. He asked Finance Director Connolly if what he was saying was that there was not a lot of hope that things will get done when the Board of Education goes into the next one hundred and eighty days. Finance Director Connolly said some of the smaller items can be done and other items will need longer blocks of time in order to do them.

Chairman Wisnioski said the next step is through the Joint Facilities Committee. He said this Board of Education today feels very strongly about the safety issues. They want to be able to say in September that the buildings are safe. They would like to be able to say to the public and to each other that they are taking the steps to secure all of the things that the safety people say are important. He then referred to the item of the football changing room and he didn't know if they were going to be able to tell this evening what will be done to it to make it safer and more sanitary. He asked Mr. MacDonald if visiting teams

use this. Mr. MacDonald said they do sometimes. Chairman Wisnioski referred to all of the facilities and he said nothing is used solely by the Board of Education.

Chairman Wisnioski asked if their goal for this evening's meeting was to approve the highlighted line (on the draft of the CIP). Superintendent Dr. Villar said a couple of things have to happen ultimately. This Committee has to support a prioritization. One has been suggested and the Board of Education can change it if they want to. This has to then be brought to the full Board of Education so that it can endorse it and this would then be brought to the Joint Facilities Committee. Chairman Wisnioski agreed with Mrs. Bell. Chairman Wisnioski said the lockers are more important than the landscaping for the front of the high school. Chairman Wisnioski referred to the front of the high school and he asked what is being done. Superintendent Dr. Villar said a repair is being done to a concrete slab. Finance Director Connolly said this is a thirty foot by twelve foot section that is right in front of the high school and the sidewalk next to the parking lot is being worked on also.

Mrs. Vargas told Chairman Wisnioski that there are two sets of lockers where there are issues. There are lockers at West Hill School that have to be replaced. Mrs. Vargas said at the last Joint Facilities Committee meeting that Mr. Cooke said the metal lockers in the pool area at the high school are a hazard because they are rusted. Superintendent Dr. Villar said those lockers have been boarded over. Chairman Wisnioski confirmed where these lockers are located. Superintendent Dr. Villar said the lower level lockers have rusted away and those aren't usable. Chairman Wisnioski said this is a different kind of hazard than a fire one. Superintendent Dr. Villar said this doesn't represent a safety hazard because it has been addressed but there is a whole other problem because these lockers are no longer usable. Chairman Wisnioski referred to the wooden lockers at West Hill School and he said those block an entire section of exits. He asked if this issue is being overblown in relative importance to the Fire Marshal. Finance Director Connolly said those lockers have been there for twenty-five years. Mrs. Bell said that doesn't mean they are safe. Finance Director Connolly said he wasn't saying they are safe. Chairman Wisnioski said the Fire Marshal has said that he wants this done. Mr. Morse didn't think the issue is the egress in and out of that area but he thinks it is just that the lockers are wooden. Mrs. Bell said the point is that the Fire Marshal has put in writing that he recommended that this be changed. Chairman Wisnioski said the question comes down to what they want to tell the Town Council and the Joint Facilities Committee when they leave this evening's meeting. He thinks the responsible thing to do is to expend the remainder of the \$47,000 first and the \$229,000 or whatever the remainder of the source is versus landscaping, etc. He referred to the security for the secretaries. He thinks this would be in the higher priorities and higher than gym floors.

Mrs. Bell said there is over \$100,000 worth of Fire Marshal recommended items and she said they returned \$47,000. Chairman Wisnioski said they have \$229,000. Mrs. Bell said that Superintendent Dr. Villar and Finance Director Connolly are saying that amount is not part of this. Finance Director Connolly said they have talked to the town about using money from the Capital and Non-Recurring Account as soon as possible. Mrs. Vargas asked how much money is in this account. Finance Director Connolly said they

don't know but he was told that they can look at addressing the lockers at West Hill School with those funds.

Mrs. Vargas said they didn't know about the Capital and Non- Recurring Account at the last Board of Education meeting when they had voted to send the \$47,000 for health and safety items. They had figured that the town didn't have any money to do the Fire Marshal recommendations so they gave it \$47,000 that could have been spent on things for the children. She said they found out now that there is a funding source and she was confused as to where the town found that money from. Mr. MacDonald told Mrs. Vargas that they aren't going to answer this question this evening but he thought that she raised a point and they need to know how much is in that account. Mr. MacDonald said this is a moot point if the town is committed to fixing the fire and safety issues with this. He said he would go under the assumption that this is going to be covered by the town. He told everyone to prioritize what they have in front of them and if they are happy with it then they are "good to go".

Superintendent Dr. Villar said they are trying to work cooperatively with the town. He referred to Chairman Wisnioski's point about this being the same amount of money at the end of the day and it will be used one way or another. Superintendent Dr. Villar thinks the priority is very clear that he has heard for some time from the Board of Education and that is that fire and safety is the number one priority. They will obviously have to make changes in their plan if it is determined that the money suddenly isn't there or that it isn't going to be used for this.

Chairman Wisnioski suggested that all safety issues be addressed first and he said they want to make sure through communications that the Board of Education, Town Council and Joint Facilities Committee, etc. are aware that it is thought that the other fund is being used to address the Fire Marshal's concern for the West Hill School part. He then referred to the announciator.

Chairman Wisnioski said there are other kinds of health, welfare and safety issues. One of these is the enclosing of the office area. He explained more about this. He then referred to the football changing room and he said that is a filthy place. He asked what is intended for the \$7,500 for this. Finance Director Connolly said there are pipes and electrical boxes, etc. in that room. Some of those things will be paneled off and cleaned up because they are trying to make that room usable. Chairman Wisnioski asked if some sanitary painting will be done and Finance Director Connolly said it will be more than that. Superintendent Dr. Villar said it needs to be recognized that this room was not designed to be occupied. Chairman Wisnioski said neither are the closet spaces that are the teaching rooms at Stevens School. Superintendent Dr. Villar said \$7,500 will make the football changing room a much safer one to occupy. Chairman Wisnioski said this would be in the high tier of the first things that they make sure get done. He said they have tried to be team players and complacent but nothing is getting done. The question is how the money is being spent because there is enough money being spent around town.

Superintendent Dr. Villar said there are items being addressed as temporary stop items that will need to be considered later on in a referendum. Chairman Wisnioski asked when there is going to be a referendum. Superintendent Dr. Villar said hopefully in the fall and if not this year then next year. He then went on record to say that there had been a fire at Stevens School today because of old equipment. He said it will happen that the equipment is going to fail so there will be disasters if Rocky Hill doesn't have a referendum in the next two to three years.

Mrs. Vargas asked where all of the things under referendum items for Stevens School are. Superintendent Dr. Villar said there are a lot of items and he said that school needs to be renovated as new. It needs \$18,000,000 to \$19,000,000 worth of renovations which the Architects made very clear over last summer and everything can't be listed that needs to be done in that school. Chairman Wisnioski said their duty is to make it safe in the interim. Superintendent Dr. Villar said exactly and he said this is why he is using the term "stop gap". They spent \$45,000 to put fire doors in buildings that will probably be raised but it is a matter of when and this had to be done.

Mrs. Bell confirmed with Finance Director Connolly that the Capital and Non-Recurring Account wouldn't be listed in the town's budget book. Finance Director Connolly said that was right. Mrs. Bell asked why it wouldn't be in there. Finance Director Connolly said it wouldn't be because it is a separate account and it is not an appropriation budget. Mrs. Vargas confirmed that no money was added to this account in this budget and Finance Director Connolly didn't think they added money to it. Mr. MacDonald asked Finance Director Connolly if he can get the amount tomorrow by making one phone call to Mr. John Mehr (Finance Director of the Town of Rocky Hill). Finance Director Connolly said yes. He said the Capital and Non-Recurring Account is an asset that the town has and he is not sure exactly how it is funded.

Chairman Wisnioski asked Finance Director Connolly what he wanted from them this evening. Finance Director Connolly said he wanted to give a brief overview of each of the items listed on the CIP. He asked them if they could at least have a consensus of what items they want to have for the upcoming Fiscal Year 2009-2010 before they leave this evening. They need to recognize that after three months they will be back doing the next fiscal year so they will have two years of looking at this. Items in this current fiscal year might not get started until next June.

Chairman Wisnioski asked everyone if there was a consensus with regards to communicating on the West Hill School lockers even though they weren't listed on the list of items on the CIP. Everyone said yes. Chairman Wisnioski then asked them if they could agree that the security and privacy at West Hill School is on the higher end. He asked if anyone had a problem with this. Mr. Morse said he has been hearing about this for five years. Chairman Wisnioski referred to the football changing room and he asked if something can still be done between today and tomorrow. Finance Director Connolly explained once the CIP is adopted that it still has to go to the Town Council. Nothing is going to happen until the Joint Facilities Committee and Town Council adopt this. Chairman Wisnioski asked if there is a scheduled Joint Facilities Committee meeting. He

was told that it got canceled. Chairman Wisnioski said the reality of this is that a lot of these things aren't going to get done during the academic year. Superintendent Dr. Villar said only smaller items will get done (i.e. fixtures, some furniture, etc.).

Finance Director Connolly asked what the role of the Joint Facilities Committee is. Mrs. Vargas said it is for maintenance. Finance Director Connolly said they are two months away. Mr. MacDonald told Finance Director Connolly that he couldn't say two months because they could call Councilor Tim Moriarty if they need to in order to try to get a Joint Facilities Committee meeting scheduled for next week. As soon as the CIP gets approved then they can put it to the Town Council. Superintendent Dr. Villar said if the CIP is approved this evening then they can amend the Board of Education's agenda for this coming Thursday evening to have this item put on it and Mr. MacDonald said absolutely.

Finance Director Connolly referred to the item on the CIP with regards to the updating of bathrooms for \$15,000 for this fiscal year. He said there is a note next to this about seeing the referendum item also. A lot of work has to be done on the bathrooms but they are saying to at least spend \$15,000 to start on the high school ones so they can get ready for the accreditation. Mr. Morse said this is something that can happen during the school year.

Finance Director Connolly referred to the item of refurbishing the gym floor, which is an original one, at the high school for \$32,000. This is the next summer type of project because there is not enough time to get this done over the Christmas holiday. Mr. MacDonald asked Finance Director Connolly if this was his opinion. Mr. MacDonald said this floor is disgusting and he said he would argue that this is a safety issue. He didn't want to be complacent. Finance Director Connolly explained that he and Mr. Cooke have been over these items several times. Finance Director Connolly said he has done gym floors and he knows the timing, etc. and it would take a couple of weeks. Mr. MacDonald asked Finance Director Connolly if he was saying that this couldn't be done if they took the gym floor offline for a couple of weeks. Superintendent Dr. Villar said the only problem that he could see with this coming offline in the fall is what they would do with the gym classes if there is bad weather. Mr. MacDonald said they could use the auditorium. Superintendent Dr. Villar said this is something they can talk to Principal Mario Almeida about. Finance Director Connolly said they can check on this. Mr. MacDonald said this will go for any item they talk about this evening. He said Principal Almeida should have a lot of input as to whether there are any changes he can do in the running of the high school to accommodate this. Superintendent Dr. Villar said classes have to be shifted around for any project in the school buildings. The principals are an integral factor in figuring all of this out because they know the schedules. Superintendent Dr. Villar said they can look into this issue and he mentioned if the funds are there and the opportunity presents itself then they can "hit while the iron is hot" but if the funds aren't allocated and they have an opportunity then they can't do anything.

Finance Director Connolly said the gym floor at West Hill School is also an original one from 1966. Chairman Wisnioski asked if the gym floor is being done with their own

town staff this year at Griswold Middle School. Finance Director Connolly said it is not being stripped down. Superintendent Dr. Villar said it will be given a new finish but he told them to ask Mr. Cooke in order to be sure. Finance Director Connolly said the refurbishing of the gym floor at Stevens School is several years out.

Finance Director Connolly referred to the replacing of ceiling panels and light fixtures districtwide for \$10,000 this fiscal year. He said Mr. Cooke had pointed out that some light fixtures might need to be replaced at the same time that ceiling panels are. Finance Director Connolly said designated money is given to Mr. Cooke for this so that items like this don't get bumped off because a boiler breaks down.

Finance Director Connolly referred to the replacing of the gym bleachers at West Hill School for \$20,000. Mr. Morse was curious as to who came up with this price because it doesn't seem like it is nearly enough and he said the same thing about the amount of \$30,000 for the high school. Chairman Wisnioski asked if this is a replacement or a repair and he was told that it is a replacement. Mr. Morse is surprised that no one has gotten hurt on the bleachers.

Superintendent Dr. Villar said he went over this list on Friday with Mr. Cooke. Mr. Cooke had called an individual who has been doing all of the repairs on these things to double check the estimates on the pricing and he was told that the pricing is good, especially for West Hill School. Finance Director Connolly said he had spoken to Principal Almeida and at any one given time, there are six hundred people on the bleachers and this is two or three times a week. Chairman Wisnioski asked how many Parks and Recreation activities take place in there and Mrs. Bell said a ton. Chairman Wisnioski said if this comes down to money then there is no "your budget, my budget". He said the Parks and Recreation Department has their own budget that they get from fees. He explained more. He said there are fires everyday and places collapse everyday, even in Rocky Hill. Mr. Morse said the right time to do the gym bleachers in either school would be when they get the bleachers out and sand the floor.

Chairman Wisnioski said if there is a need and a source of payment then whatever activity there is has to be postponed until the need is addressed. He said there is something bad about the logic if it is known that there is a potential for six hundred people to be injured but they don't want to interrupt the program so they are still doing it.

Finance Director Connolly told Mr. Morse that he made a good point. Chairman Wisnioski said if there is going to be a referendum then it is a good message that it is an unsafe place just because of the passage of time and because things have a useful life. Finance Director Connolly said they have the replacement of the gym bleachers at the high school for the next fiscal year and there is no reason that this can't be moved into the current fiscal year to tie it in with the floor. Chairman Wisnioski asked if everyone was in concurrence with this and they were. Mr. Morse said he was looking at 2009-2010 and 2010-2011 all at the same time. A lot of these things will be done next summer and as long as they "hit the ground running" next fiscal year then they will have that money too. Mrs. Bell said if the metal is bending then she didn't want to put the bleachers off two

more years. A brief discussion took place. Finance Director Connolly said he would move the floor for next year for West Hill School. After he made the changes that they just authorized, he said they were at \$214,000 and \$229,000 is the control. He switched things from one year to another and explained what he had done.

Finance Director Connolly referred to the carpet replacement districtwide for \$23,000 for this fiscal year and the \$7,500 that was put in for the football changing room.

Finance Director Connolly referred to the HVAC upgrades/repairs and he said this is for major HVAC items (i.e. compressors). He mentioned that \$10,000 has been established for classroom/cafeteria furniture replacement (districtwide) which will be done every year.

Finance Director Connolly referred to the interior painting contract and he said this is for painting that the town forces can't do. Superintendent Dr. Villar gave an example of West Hill's gymnasium.

Finance Director Connolly referred to the blinds, shades and privacy lighting for West Hill School and Rocky Hill High School. The district drills revealed that there was a need to update these items in order to get more safety there.

Finance Director Connolly referred to the auxiliary power server room for emergency power. This is for backup power to the district computer network on the town generator. Chairman Wisnioski asked Finance Director Connolly to explain about this which he did. Finance Director Connolly mentioned how they had lost power yesterday and there had been a three second delay. Even though the generator had been running for the shutdown, they lost everything they were working on before the power had been turned off. Chairman Wisnioski asked if this is a physical unit that will be at the high school. Finance Director Connolly referred to the one room off of the library at the high school that is the heart of the computer operations. Superintendent Dr. Villar said there had been no locks on the doors of that room. Chairman Wisnioski said he had been in another school district yesterday and they had knowledge when C L & P had wanted to reduce the electricity. He confirmed with Superintendent Dr. Villar if he didn't get any knowledge from the town. Superintendent Dr. Villar said that was correct. He said they spoke with Mr. Mehr, who is in charge now because Town Manager Barbara Gilbert has been out. Mr. Cooke also was out. Superintendent Dr. Villar said he and Finance Director Connolly asked to be put on the list so that they are personally notified when this is going to be done. Two of their four facilities had apparently been notified within fifteen minutes yesterday. CL & P contacts the facilities and then the facilities contact the custodians who shut trip breakers to shut down the power. Superintendent Dr. Villar said it made him more upset to learn that there is a human being who trips the power without telling them. He said if the custodians are tripping the breakers then he wants the building principal to know this before it happens. He said he would address this with Mr. Cooke after he gets back from vacation. Mrs. Vargas asked who tells the custodians to do this. Superintendent Dr. Villar said this comes from someone in the Facilities Department.

Mr. Morse referred to the floor scrubbers listed in the CIP and he asked Finance Director Connolly to tell everyone about those. Finance Director Connolly explained about them.

Finance Director Connolly told everyone that they were presently at \$214,000 and they could add whatever they wanted in order to bring this up to \$229,000. Mr. Morse asked if they could put the gym bleachers back in at West Hill School then put the carpet replacement at \$18,000. Next year, they could put the carpet replacement at \$14,500. Finance Director Connolly said they could. Mrs. Bell thought they were going to do the bleachers and the floor together. She thought they had moved this for economies of scale. Mrs. Vargas was wondering why they couldn't increase the carpeting.

Chairman Wisnioski suggested that Mr. MacDonald, as the Chairman of the Board of Education, as well as anybody else ought to go through the schools with Superintendent Dr. Villar and Finance Director Connolly to identify other things. Chairman Wisnioski said his observation in the past has been that it didn't look like the air filters had been changed in the last ten years. He said there should be a certain dollar amount at least as things are identified. Mrs. Vargas said that air filters should be maintenance and not Capital Improvements. Chairman Wisnioski said the point is that they want the buildings to be safe as well as presentable. He said by not having the air filters done, that would go towards safety and appearance. He mentioned how they lack control and he said they have been very accommodating. He explained a little more.

Mrs. Vargas said maybe another question they can ask is what the maintenance dollars are for the school and what the amount of dollars is in the Capital and Non-Recurring Account. She said they would assume that maintenance would include air filters, etc. and she assumed those would be changed. Chairman Wisnioski said they just can't make any assumptions today.

Chairman Wisnioski knows that the Fire Marshal is going to go through the schools. Chairman Wisnioski said that he is going to ask if the schools are safe and clean at the September Board of Education meeting. He told Superintendent Dr. Villar that he hoped that he and Finance Director Connolly will have spent a sufficient amount of time and will have observed by going through the schools that they think they are safe as well as reasonably presentable along with an unfolding effort to address the "following items". Superintendent Dr. Villar said they have an inspection scheduled. Mrs. Bell asked when it is scheduled. Superintendent Dr. Villar said it is scheduled for next week on August 27, 2009 and he is going to walk through the buildings with Finance Director Connolly and Mr. Cooke.

Chairman Wisnioski referred to the fixing of something at the high school and he asked what budget that comes out of. Finance Director Connolly referred to Page 99 of the Town Budget where there is a detailed itemized list that shows the appropriation to Mr. Cooke for HVAC repairs, building repairs and equipment repairs, etc. This is for districtwide and it is a general operating budget. This is separate from the Capital Improvements budget. Mr. Cooke gets this budget every year.

Chairman Wisnioski said this hasn't been all that successful. He explained some more. He said a lot has gone on which he thinks is positive. He is hoping that the Board of Education and all of its activities will benefit from all of this. He thinks the Board of Education can't delegate its responsibility to Mr. Cooke. Chairman Wisnioski thinks the Board of Education should go through the schools to identify items. If they see something that needs \$3,000 (worth of improvements) then they should have the ability to say that they want to take this out of the non-allocated account for this year. He doesn't think they should use every penny of this account though.

Finance Director Connolly said Mr. Cooke is really "stepping up to the plate". Finance Director Connolly said he and Mr. Cooke have had meetings two or three times a week for the last two or three months. They go over everything. They are also having a lot of dialogue daily with regards to pieces dealing with the schools. Finance Director Connolly said Mr. Cooke is being very responsive to them. A brief discussion took place with regards to this. Chairman Wisnioski said he appreciates what Mr. Cooke is doing, etc. but he said it is partly a realization that there isn't going to be a successful referendum. Chairman Wisnioski thinks the public needs to be informed. He explained more. He thinks there needs to be better information. The last referendum had been lost by seven hundred votes and every day is an opportunity to educate the public for whenever the referendum may be.

Finance Director Connolly told Chairman Wisnioski that if the Board of Education adopts the CIP then he thinks it starts to put them "in the driver's seat" as far as what they want to do on their schools. Finance Director Connolly told everyone once again that they have \$15,000 to add to the CIP and he asked them what they want to do. Mr. Morse said he told them what his recommendation was. A discussion took place. Finance Director Connolly said the lobby in the high school should be the first priority because it looks disgraceful. Superintendent Dr. Villar asked Finance Director Connolly what the balance was. Finance Director Connolly explained to everyone what he did on the CIP spreadsheet this evening. Superintendent Dr. Villar told them that they are going to leave the carpeting and gym floor for West Hill School in the 2010-2011 fiscal year. The amount for the districtwide carpet replacement will be increased in the 2009-2010 fiscal year by \$15,000 which will bring this to \$38,000. He said if this is acceptable then they would need a motion to accept this as a Committee.

Mrs. Bell said she didn't have a problem with moving the CIP forward and going to the Board of Education but she couldn't vote in favor of it until she had answers to the Fire Marshal questions and the Capital and Non-Recurring Account questions. She said she didn't want to hold this up. She asked if they could discuss this at the Board of Education meeting this Thursday and if they could get this information then. Mr. MacDonald told Mrs. Bell that she will have these answers by then. Chairman Wisnioski said he would say that there is general agreement from the Facilities Committee on a direction of whatever spreadsheet Finance Director Connolly is going to come up with but prior to an official vote, Mrs. Bell is looking for answers as to the status of the Fire Marshal's recommended items and the potential sources of funds from the Town Council's Capital and Non-Recurring Account. Chairman Wisnioski confirmed if this

was basically it and he was told yes. He said on Thursday that there potentially would be a vote then. He asked Superintendent Dr. Villar and Finance Director Connolly if they would draft some sort of motion for Thursday and circulate this assuming that Mrs. Bell gets the satisfactory answers to what she is looking for. Superintendent Dr. Villar said they could do this. Chairman Wisnioski asked if this item would have to be added tomorrow to Thursday's Board of Education meeting agenda. Superintendent Dr. Villar said yes. If they somehow fail to add this, he said during the Board of Education meeting on Thursday that they could just vote to add this but he said they would amend the agenda somehow.

Moved by Maria Mennella, seconded by Nadine Bell, to accept the prioritization of the Capital Improvement Plan and to move this to the full Board of Education pending the information on the Capital and Nonrecurring Account as related to the Fire Marshal recommendations.

**FAVOR: ALL
MOTION CARRIED**

Moved by Maria Mennella, seconded by Nadine Bell, to adjourn the meeting at 6:53 p.m.

**FAVOR: ALL
MOTION CARRIED**

Respectfully submitted,

Jo-Anne Booth

Accepted by: _____ Date: _____