

Brookfield Board of Education
Facilities Committee
Minutes - Regular Meeting, Wednesday, January 3, 2018

Members Present: Eve Sturdevant, Debbie Brooks, and Joy Greenstein. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, and Facilities Director Dan Caldwell.

Call to order: Meeting called to order at 5:01 by Mrs. Sturdevant.

Public Comment: None

Old Business

Huckleberry Hill Portables: Mr. Caldwell reported he met with a demolition contractor to get information that will be useful in developing an RFP for the project. The committee discussed their thoughts regarding finding space efficiencies after touring the school. Dr. Barile will follow up with Principal Dymond.

BHS Water Project: Mr. Post reported the First Selectman and Town Treasurer approved the Board of Education's request to allocate funds from other projects to the water project. Mr. Caldwell will work with the Town's Purchasing Agent to get the contract signed and schedule the project.

On Call Plumbing & Electrical: Mr. Caldwell reported that he and the Town's Purchasing Agent are developing the RFP's for these services.

Capital Plan: The Committee reviewed the Parks and Rec capital plan that includes the BHS athletic fields and tennis courts.

New Business

Goals for the Facilities Committee: The committee discussed possible goals for the committee and agreed on four.

- 1) Look for space efficiencies at all of the schools.
- 2) Walk through each school during the year and get feedback from staff members.
- 3) Be on time completing capital projects.
- 4) Communicate what the committee is doing to the community.

Goals will be kept on the agenda for future meetings.

Strategic Facilities Steering Committee: Mrs. Sturdevant updated the committee on the status of the facilities study.

Miscellaneous Discussion:

Building Monitoring: Mr. Caldwell updated the committee on the efforts to monitor our schools during the recent period of extremely cold weather.

Adjournment: 5:54PM

Respectfully submitted

Kenneth J. Post

Director of Business Operations