

Brookfield Board of Education
Facilities Committee
Minutes - Wednesday, August 3, 2022

Members Present: Joy Greenstein, Bob Belden, and Sharon Butow. 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 10:02AM by Mrs. Greenstein

Public Comment: None

Old Business

School Dude reports: The committee reviewed and discussed the reports.

CLES cleaning protocol and staffing: The committee discussed Hillyard's response to follow up questions from the committee regarding custodial staffing needs at CLES. The committee also asked Mr. Caldwell to review the custodial staffing implications of moving the HHES students and staff to CLES midyear.

Capital Projects update: Mr. Post, and Mr. Caldwell updated the committee on the status of the open capital projects. The committee asked Mr. Post to follow up with the Town Controller on the status of additional funding needed for the BHS locker room project. They also asked Mr. Caldwell to give the Board of Education a progress report on projects at a September meeting.

WMS Wall update: Mr. Caldwell reported that the abatement portion of the project is almost complete. They expect to have the project completed by mid December. He also reported that additional costs were going to be incurred for air sampling and the services of a hygienist. The Committee asked Mr. Post to follow up with the Town Controller on the status of additional funding for these services.

Custodian Staffing Update: Mr. Caldwell reported that he has two vacancies for which he will be interviewing two candidates this afternoon. He also reported that one custodian will be out for an extended period and we will be supplementing with a worker from a cleaning service.

Building condition study: Mr. Post informed the committee that he had obtained sample RFP's and studies from the Board's on call architect and provided them to the Purchasing Agent. Mr. Post will be working with the purchasing agent to refine the documents and go out to bid.

School security: Mr. Post reported that Mr. Caldwell is working with building administrators to identify spaces where additional SRO's and security guards would be stationed, including phone and internet access. The committee also discussed physical security at the schools.

New Business

Capital Plan: The committee discussed a draft capital plan that Mr. Post shared with them. They discussed prioritizing security items as well as paving and restroom renovations'.

Miscellaneous Discussion:

Mr. Post reported that the repair to the roof over the BHS office will begin on August 8th.

Adjournment: 10:52AM

Respectfully submitted

Kenneth J. Post
Director of Business Operations