

**MINUTES OF THE BOARD OF EDUCATION PLANNING COMMITTEE  
MEETING HELD DECEMBER 18, 2019 IN THE HUMISTON BOARD ROOM**

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Committee Members Present: Andrew Martelli, Timothy White, Kathryn Hallen

Board of Education Attendees: Anthony Perugini, Adam Grippo, Faith Ham

Other Attendees Present: Jeffrey Solan, Superintendent of Schools  
Vincent Masciana, Chief Operating Officer  
Kelly Lenz, School and Community Relations Coordinator

**CALL TO ORDER**

Mr. Martelli called the meeting to order at 6:35 p.m.

Communications Plan for the Cheshire Public Schools

Mr. Solan gave a presentation and acknowledged the work of Ms. Kelly Lenz on the district's communication strategy and plan including the use of Facebook, Twitter, Instagram and YouTube as key communication tools. Area Cooperative Educational Services (ACES) has been providing consulting services with this effort including the construction of a new website which is expected to launch in May 2020. Mr. Perugini requested that we coordinate efforts so that the Town and School websites are properly updated and synced as it relates to school matters.

School Modernization Committee Update

Mr. Martelli provided an update on the second meeting of the newly formed School Modernization Committee that was held on Monday, December 16, 2019. Priorities for the committee are to elect a chairperson, fill the vacant seat, and to issue a request for proposals to find a professional services firm to assist with development of a plan. The work would likely include an updated enrollment study, a refresh of the building assessments that were completed in 2015-16 by Perkins Eastman and assistance to the committee in the development of a long-term plan. The next meeting of the School Modernization Committee is scheduled to be held on December 30, 2019.

Review of 2019-20 Approved Annual Capital Budget Items

Mr. Masciana provided a brief overview of the \$3,545,000 of capital appropriations that were approved by the Town Council in August of 2019. Planning work on the below listed projects will be begin once the Town Council assigns the projects to either the Public Building Commission or the Board of Education, which is expected to occur in January of 2020:

- Replace Doolittle and Highland Boilers
- HVAC Replacements – Dodd, CHS and Chapman
- Window Replacements – CHS
- Lavatory Improvements – Doolittle Phase 2
- Cafeteria Renovations – Norton
- Acoustical Tile Replacements – Districtwide

- Floor Tile Replacement – CHS and Chapman
- Repaving – CHS and Chapman
- Millwork Replacement – Districtwide
- Improve Land for Bus Depot Expansion
- Stadium Lighting Upgrade to LED - CHS

#### Preliminary Capital Budget discussion for 2020-21 to 2025-26

Mr. Masciana distributed and reviewed an initial proposal for a Five Year Capital Expenditure Plan totaling \$26,692,500 with \$540,000 proposed for 2020-21. He explained that the planned approval date by the Town Council is being changed this fiscal year to coincide with the approval of the operating budget in April. The \$540,000 requested for 2020-21 is relatively small because \$3,545,000 of capital projects were just approved in August of 2019. In the discussion that ensued, it was agreed that further refinements would be made to the proposal and a final proposal will be submitted to the Planning Committee for review and approval at a meeting to be scheduled in January, 2020.

Mr. White shared his vision and desire to add solar energy production capability at our schools. He explained that there are incentives available from Eversource which we could take advantage of by adding solar capability at locations such as the pump station on the west side of the high school property that borders the linear trail and also through carport installations in our parking lots. He suggested that we begin taking steps to hire a developer to assist in the process as was done by the Town of Cheshire that ultimately led to the installation of a solar array at the site of the former transfer station. Mr. Masciana indicated that he would contact the Town and try to obtain the RFP and other information that was used previously and that he would share the information obtained with the Planning Committee members.

#### Capital Projects in Progress and Recently Completed

Mr. Masciana provided a brief update on the following capital projects:

##### Capital Projects in Progress

- o School Security Improvements – PBC
- o CHS Interior Code Compliance Improvements – PBC
- o Oil Tank Replacements at Darcey and Doolittle – PBC
- o CHS Window Replacements – PBC
- o Highland Government Freezer Replacement – PBC
- o Bus Depot Storage Trailer Replacement – BOE

##### Capital Projects Recently Completed

- o Doolittle Bathroom Renovations – PBC
- o CHS Storage Building – PBC
- o Oil Tank Removals at Dodd, Humiston and Chapman – PBC
- o Masonry and Roof Repairs – PBC
- o CHS Energy Improvements with JK Energy – BOE
  - LED Lighting, Utility Tunnel Insulation, Refrigeration Motors

Legislative Impacts - Grants and Construction Projects

Mr. Perugini advised that he plans to engage the Legislative Committee of the Board of Education in order to be prepared for the new legislative session that begins on February 5, 2020.

Mr. White shared that some potential priorities include prevailing wage thresholds, binding arbitration, vehicle to grid (V2G), pension reform, bullying and the Board of Education as a taxing authority.

On a motion by Mr. White, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Attest:

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Vincent J. Masciana  
Chief Operating Officer

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Carol Jesensky, Board Clerk

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