

**Brookfield Board of Education**  
**Facilities Committee**  
**Minutes - Wednesday, June 7, 2023**

**Members Present:** Joy Greenstein, Bob Belden, and Sharon Butow. Also present were Superintendent Dr. John Barile, Director of Business Operations Ken Post, and Facilities Director Dan Caldwell.

**Call to order:** Meeting called to order at 6:04PM by Mrs. Greenstein

**Public Comment:** None

**Old Business**

**School Dude reports:** The committee reviewed the work order reports and discussed water leaks, and building and equipment repairs.

**BHS Guidance wing roof and maintenance vehicle update:** Mr. Caldwell reported that the we are under contract for the roof and are awaiting scheduling. He also reported that the maintenance body and lift gate are scheduled to be installed on the truck on July 10<sup>th</sup>.

**Capital Project Update:** Mr. Caldwell reported that the BHS HVAC project is nearly complete and they are fine-tuning the controls. He also reported that the BHS locker room demolition is complete and the project is scheduled to be completed by mid-August. Mr. Belden asked Mr. Post and Mr. Caldwell to get an accounting of the remaining contingency from Mrs. Marien. Mr. Post updated the committee on the status of the various security projects underway.

**Building condition study:** Mr. Post reported that draft reports have been received and he and Mr. Caldwell were scheduling a meeting next week with Marx/Okubo to review them.

**BHS Media Center A/C update:** Mr. Caldwell reported that the engineer and contractor are working to value engineer the project to get it closer to the approved budget.

**Custodian staffing update:** Mr. Post and Mr. Caldwell reported that there will be several custodian positions open in the coming months due to retirements, a custodian reducing his commute, and a custodian going to graduate school out of state.

**WMS water notice:** Mr. Caldwell reported that a recent notice of violation at Whisconier had been rescinded due to a State clerical error. He noted that the water is safe to drink. Mr.

Caldwell also reported that he submitted an application to Aquarian for specification to tie into their water system.

**New Business:**

**Fire Marshall inspections:** Mr. Caldwell reported he accompanied the Fire Marshall during inspections at the middle school and high school recently. He reported several issues found including extension cords and obstructions, most of which were corrected before the inspection was complete.

**CLES Head Custodian union proposal:** The committee discussed a proposal from the Custodian's union and asked Mr. Post and Dr. Mahon to continue discussions with the union within parameters discussed at the meeting.

**Custodian staffing update:** Mr. Post reported on the status of the CLES Head Custodian interviews and potential vacancies.

**Miscellaneous Discussion:**

The committee discussed the plans for removal and disposal of furniture and equipment from HHES and the WMS portables.

Mr. Belden reported that the Facilities Committee members would be the Board representatives for the upcoming Custodian negotiations.

The committee discussed a request for teachers to bring newly purchased area rugs to the new school.

**Adjournment:** 6:54PM

Respectfully submitted

Kenneth J. Post  
Director of Business Operations