

Brookfield Board of Education
Facilities Committee
Minutes - Thursday, September 15, 2022

Members Present: Joy Greenstein, Bob Belden, and Sharon Butow. Also present were Business and Operations Director Ken Post, and Facilities Director Dan Caldwell.

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

Public Comment: None

Old Business

School Dude reports: The committee reviewed and discussed work orders for custodial equipment, fire alarm, SRO gun safe, and door latches.

Capital Plan: The committee discussed a draft capital plan that Mr. Post shared with them. They discussed prioritizing security items and paving. The committee will get input from the Board's Security Task Force.

CLES custodial staffing: The committee discussed the need to add a custodian once CLES is fully occupied. The committee also discussed the possible need for transitional staffing when the Huckleberry students and staff move into the building midyear.

WMS wall and BHS locker room financing update: Mr. Belden and Mrs. Greenstein reported that the funding for the WMS wall and contingency was approved by the Board of Finance. The Board of Finance is waiting for an opinion from the Town Attorney to determine if they have the authority to approve additional funding for the BHS locker room project.

Custodian Staffing Update: Mr. Caldwell reported that the custodians are fully staffed.

School security: Mr. Post reported that the Principals have interviewed candidates for the Security Monitor positions. The committee discussed possible physical upgrades such as open door alerts and one way doors. The committee asked Mr. Post to get input from the Principals about what they think would be helpful.

BHS Guidance roof bids: Mr. Caldwell reported that all of the bids received were over budget due to material costs. The committee decided to wait until market conditions are more favorable and rebid the project.

New Business

BHS boiler condensate tank replacement: Mr. Caldwell reported that the condensate tank at the high school was in failure and in need of replacement at a cost of \$30,000 plus shipping and installation. Mr. Post reported that these types of repairs are normally paid within the building maintenance budget.

Roof leaks: Mr. Caldwell reported that recent heavy rains have exposed leaks in areas where we have not previously experienced them. The leaks have been mapped and a contractor will be on site to inspect and provide a plan for repairs.

Miscellaneous Discussion:

None

Adjournment: 5:52PM

Respectfully submitted

Kenneth J. Post
Director of Business Operations