

**Brookfield Board of Education**  
**Facilities Committee**  
**Minutes - Wednesday, September 6, 2023**

**Members Present:** Joy Greenstein and Bob Belden. Also present were Superintendent Dr. John Barile, Director of Business Operations Ken Post (outgoing), Director of Business Operations (incoming) Kasey Diotte, and Facilities Director Dan Caldwell.

**Call to order:** Meeting called to order at 5:31PM by Mrs. Greenstein

**Public Comment:** None

**Old Business**

**Building condition study:** Mr. Post reported that the final report from Marx Okubo has been received and distributed to the committee. He also reported that Mrs. Diotte and Mr. Caldwell would be using the report to develop the 10 year capital plan for the committee's review at their next meeting on October 4, 2023 and the full Board's consideration at their October 18, 2023 meeting. The committee asked that technology projects as well as non-structural projects to make the schools look better be included in the plan. The committee also asked for a review of the past 5 years capital plans and history of the maintenance vehicle request.

**BHS Guidance wing roof update:** Mr. Caldwell reported that a pre-construction meeting will take place next week and the contractor will be bringing materials onsite soon. The project should take about 10 days.

**Capital Project Update:** Mr. Caldwell reported that the BHS HVAC project is complete and awaiting warranty sign off. He also reported that the scope of the project did not allow us to connect to all of our HVAC units, and that funding for this should be included in the first year of the 10 year capital plan. Mr. Caldwell also reported that the BHS locker room is nearing completion. Mrs. Greenstein reported that the Athletic Director told her the room would be available on September 13<sup>th</sup>. Mr. Caldwell and Mr. Mr. Post updated the committee on the status of the paving, WMS electrical service, and security projects.

**BHS Media Center A/C update:** Mr. Caldwell reported that there has been no progress in getting the contractor and engineer to review the project and report on why the bid came in so much higher than the original quote. The committee requested that Mr. Caldwell engage another engineer to review the bid specifications.

**New Business:**

None.

**Miscellaneous Discussion:**

Mr. Post reported that First Selectwoman Carr has requested that the Board of Education have the oil tank drained and the heat turned off at Center Elementary School before turning the building over to the Town. Mr. Caldwell reported that there are still a lot of library materials stored at CES that need to be moved to the new school. The committee asked that he move the materials and have the oil tank drained as soon as possible.

Mrs. Greenstein asked Mr. Caldwell for an update on the locker removal project at the high school. Mr. Caldwell reported that he was working with the contractor to install the bench selected by the students.

Mr. Belden asked for an update on the removal of the portables at Whisconier. Dr. Barile reported that he did not have a timeline for that project.

**Adjournment:** 6:35PM

Respectfully submitted

Kenneth J. Post  
Director of Business Operations