

**Brookfield Board of Education**  
**Facilities Committee**  
**Minutes - Regular Meeting, Wednesday, May 2, 2018**

**Members Present:** Eve Sturdevant, Debbie Brooks, and Joy Greenstein. 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 6:23 by Mrs. Sturdevant.

**Public Comment:** None

**Old Business**

**Review SchoolDude Report:** The committee reviewed the work order report. Mr. Caldwell reported the majority of the work orders are related to HVAC issues.

**Goals for the Facilities Committee:** Tabled

**New Business**

**Summer Projects Update:** Mr. Caldwell reviewed the upcoming summer projects with the committee. They are; Replace the water tank at BHS, Refinish gym floors at BHS, Paving part of the WMS parking lot, ADA ramp to the press box at BHS, and Replacing and repairing windows and masonry at WMS. Since BHS and WMS will be taken off line at times by these projects, there will be a meeting of all interested parties to work on the logistics of where all of our summer programs will be located.

**BHS HVAC Update:** Mr. Caldwell reported he met with one of our HVAC contractors to assess the state of the high school's HVAC systems. He reported that the HVAC systems have different control systems, all of them outdated, and many of which do not operate properly. Mr. Caldwell provided the committee with a written summary of the assessment including several options to consider.

**Miscellaneous Discussion:**

**Special Meeting:** Since the committee did not have time to complete the discussion on the BHS HVAC, they agreed to schedule a special meeting for Wednesday, May 8, 2018 at 6:00PM in the Brookfield High School Library/Media Center.

**Adjournment:** 6:57PM

Respectfully submitted

Kenneth J. Post  
Director of Business Operations