

Brookfield Board of Education
Facilities Committee
Minutes - Special Meeting, Thursday, June 27, 2019

Members Present: Eve Sturdevant, and Joy Greenstein. Also present were Business and Operations Director Ken Post, Facilities Director Dan Caldwell, BOE Chairman Colette Sturm, and Town/BOE Purchasing Agent Jerry Gay.

Call to order: Meeting called to order at 4:07PM by Mrs. Sturdevant

Public Comment: Colette Sturm spoke about unclean conditions at the high school.

Old Business

School Dude: The committee discussed the work order report.

BHS Locker Room Renovation: The committee discussed the three responses to the RFP for design services. Mr. Gay informed the committee about a job order costing program from the Capital Region Council of Governments that would allow us to access contractors that have been pre-bid. The committee agreed that this might be a useful service for future projects. The committee voted to award the design contract to the lowest bidder, Tecton Architects.

CES Cafeteria Floor Update: Mr. Post reported that he had supplied the attorney with all of the documentation requested. The committee discussed the delays in getting the issue resolved and the desire to have the floor repaired before the end of the summer.

Whisconier Portables: Mr. Caldwell updated the committee on plans to paint and clean the interior of the portable classrooms.

Hillyard Update: Mr. Caldwell reported that Hillyard has completed their analysis and provided reports and data as well as recommendations for cleaning products, equipment, and procedures.

Update on current projects: Mr. Caldwell reported that the BHS Water project is completed and closed. He also reported that the BHS auditorium HVAC unit is operational.

BHS Head Custodian Update: Mr. Caldwell reported that the new Head Custodian (Paul Cullen) started work the prior Monday. Mr. Caldwell provided the committee with information about Mr. Cullen's background and experience.

New Business

None

Miscellaneous Discussion:

The committee agreed to meet again on July 17, 2019 at 4:45PM.

Adjournment: 5:18PM

Respectfully submitted

Kenneth J. Post

Director of Business Operations