

Brookfield Board of Education

Facilities Committee

Minutes - Wednesday, October 11, 2023

Members Present: Joy Greenstein and Bob Belden. Also present were Superintendent Dr. John Barile, Director of Business Operations Kasey Diotte, and Facilities Director Dan Caldwell.

Call to order: Meeting called to order at 6:02PM by Mrs. Greenstein

Public Comment: None

Old Business

Guidance Wing Roof Update: Mr. Caldwell reported that the roof is near completion. The only remaining work to be done is the exterior flashing and replacement of some interior ceiling tiles. Flashing was ordered on 9/27 and should arrive in 2-4 weeks. Mr. Caldwell is working on getting pricing on ceiling tiles and should have that estimate very soon.

BHS Media Center A/C update: Mr. Caldwell has engaged Marx/Okubo to review the bid specifications. Mr. Caldwell expects a proposal from them next week.

Capital Project Update: Mr. Caldwell reported that the bathroom and paving projects are complete. Mr. Caldwell also reported that the BHS locker room is nearing completion, with some millwork outstanding, door hardware and lock cores still outstanding. The BHS boiler feed project is plumbed and ready to be used. United Alarm has been out to BHS to install the touchpad for the security door alarm and will be going to WMS to do the same by the end of the week.

CES Update: Mr. Caldwell reported that the keys and all documents and reports pertaining to CES have been turned over to the Town.

New Business:

2024-2025 Capital Request: Mrs. Diotte reported that she and Mr. Caldwell reviewed the Building Conditions Report provided by Marx/Okubo for both BHS and WMS and used these recommendations as the basis for capital planning. Maintenance items that were deemed to be

proactive measures able to be done over time were pulled out of the report and will be included in the operating budget going forward. The capital requests for 2024-2025 include roof replacements and ceiling tiles (BHS and WMS), unit ventilators (BHS & WMS), funding for an engineering study for A/C (BHS & WMS), funding for architectural services for conceptual design schematics (BHS & WMS), oil tank removal (BHS), bathroom renovations (BHS), tying in rooftop A/C units to the BMS system (BHS), and a boiler replacement (WMS).

10-Year Capital Plan: Mrs. Diotte presented the 10-year capital plan, as informed by the Marx/Okubo building conditions study. Mrs. Diotte emphasized that both BHS and WMS are in overall solid condition and that with proper maintenance over time, the buildings will continue to serve the community well. Mrs. Diotte explained that the exact timing of various projects will be informed by the results of both the A/C engineering studies and architectural design plans that are completed in year 1. Discussion took place regarding the importance of making improvements to the look and feel of BHS and WMS, as well as addressing the various infrastructure needs in these buildings.

Miscellaneous Discussion:

Adjournment: 7:36PM

Respectfully submitted

Kasey Diotte

Director of Business Operations