

**Brookfield Board of Education**  
**Facilities Committee**  
**Minutes - Thursday, February 9, 2023**

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

Also present were Brookfield High School Principal Marc Balanda, BHS Humanities Department Head Liz Spencer, BHS World Language Teacher Ernesto Davila, and BHS student Vanessa Greenstein.

**Call to order:** Meeting called to order at 5:30PM by Mrs. Greenstein

**Public Comment:** None

**New Business:**

**Voice4Change Grant (BHS):** Mr. Balanda informed the committee about the nature of the grant applications and the student initiated and student led process that was followed. Ms. Vanessa Greenstein informed the committee that BHS had been awarded a \$20,000 grant to remove lockers and replace them with benches to create comfortable areas for students to collaborate. She also spoke of future plans to possibly put multilingual signage in the library, and purchase other furniture if additional grant funding becomes available. The committee members were very supportive of these efforts. Mr. Belden suggested that the Board of Education have conversations with the Town about the possibility of using excess capital funds for student led projects like this.

**Old Business**

**School Dude reports:** The committee reviewed the work order reports and discussed flood restoration, closed work orders, and exterior doors.

**Capital Project Update:** Mr. Caldwell, and Mr. Post updated the committee on the status of the active capital projects including the BHS HVAC project and the BHS locker room project. Mr. Post reported that although the HVAC project is not 100% complete, so far this winter we have had 7 heating oil deliveries compared to 9 deliveries at this time last year. Mr. Post also updated the committee on the status of the various security projects underway.

**Building condition study:** Mr. Post reported that the contract was being awarded to the firm of Marx/Okubo. He also reported that Mr. Caldwell would be scheduling a kick off meeting to get the project started.

**BHS flood restoration:** Mr. Post reported that Mr. Caldwell and Mr. Conklin are coordinating the all work and asset replacement. Mr. Caldwell is the liaison with the insurance company. Mr. Post also reported that all costs are being accounted for separately from our general accounts to make it easier to get reimbursement and leave a clean audit trail.

**Miscellaneous Discussion:**

Mr. Caldwell informed the committee of a recently burst coil in a unit ventilator in a science room at the high school. He reported that these was minimal damage which had been repaired.

**Adjournment:** 6:23PM

Respectfully submitted

Kenneth J. Post  
Director of Business Operations