



Facilities Department

Cultivating the Brilliance in Each Student

Executive Director of Operations - Marco Gaylord.
372 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1408
Email: gaylordm@mpsct.org, Web: www.middletownschoos.org

Facilities Report **June 9th, 2026 - Board Meeting**

Elementary Schools Updates:

- Continue modifications and adjustments made to district HVAC systems.
- Bielefield kitchen door jam needs to be replaced. This will be done during the summer when funds are available.
- Spencer Schools' roof leaks on the east end of the building continue to be addressed.
- Keigwin/Macdonough Auditorium Chairs are on order and will be replaced in early summer.
- Lawrence safety lights were replaced in the cafe, gym, and north hallway with LED safety lights per Fire Marshall request. The remainder of the building will be done after July 1st.
- A new A/C window unit was wired and installed in the conference room at Spencer School.
- A temporary oil tank was installed at Moody Elementary School in accordance with CT DEEP-mandated requirements. We currently have a removal and replacement contract signed and are awaiting the delivery schedule.
- Ongoing fulfillment of routine maintenance/service requests.
- District Radio repairs and replacements are ongoing.

Beman Middle School Updates:

- Vape Sensors installation is complete except for two bathrooms where sensors are defective.
- 12 Radios were delivered to Beman on June 4th. Radios were taken out of the reunification emergency supplies.
- Continue modifications and adjustments made to district A/C systems.
- Beman Main Office outside benches were reinstalled to be secure to eliminate tipping hazards.
- Beman Mid-Year Security Audit is complete.

Middletown High School Updates:

- Middletown High School PAC electronic wench for the acoustic shell is temporarily repaired, but will need a new control module and required inspection of mechanical and control systems - estimated cost of 45k. This repair is currently not scheduled.
- MHS Main Gym Floor needs to be resurfaced (est. cost 60K). This is currently not scheduled for Summer 2026.
- Modifications and adjustments continue to be made to district HVAC systems.
- Honeywell BMS System needs to be upgraded to the 2025 EBI software. 60K This is currently not scheduled.
- Cafeteria seating area painting is complete.

Maintenance Shop Update

- The Maintenance Shop boiler is constantly leaking - an estimated repair quote is forthcoming.
- The 2012 Chevy 3500 Plow/sander wheel bearing failed, and the drive shaft needs to be replaced. (est. cost 55K)
- The MHS Kabota brush needs to be replaced due to age.
- Continue maintenance of all school and athletic grounds.
- Metal storage containers are scheduled to be removed from MHS and repurposed at the maintenance shop.
- MPS vehicle assessment completed.

Moody School Oil Tank

Westfield Fire Marshall submitted a letter stating that he reviewed and approved the above-ground oil tank location and plan. The next step is to get approval for funding, followed by getting a signed contract with the vendor by the June 1st deadline, which will need to be submitted to CTDEEP. Phase two is to remove and replace the in-ground tank with a new tank above ground tank by the required July 31st deadline.

Macdonough Building Committee Update

The Macdonough Building Committee recently voted to continue with TSKP Studios for Phases II and III of the project. The pre-bid meeting for the project construction manager was held on Tuesday, May 12th at 10:00 AM in the council chambers. Project Construction Manager bids are due on **June 5th**. The next Building Committee meeting is on June 9th @ 5:30PM.



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IAQ Update

Stefan Butler, Indoor Air Quality Coordinator, and the committee met on May 20th. The team was divided into teams of two and assigned buildings for 2026/2027 IAQ assessments. Each team will perform a review walk-through using last year's assessment reports. These same teams will also be working alongside LANGAN technicians when next year's assessments are scheduled. The IAQ team also finalized the IAQ report form and discussed filter-changing procedures presented by Stefan Butler. The next IAQ committee meeting is on June 17, 2026.

Custodial Update

The Facilities Department is finalizing a comprehensive summer cleaning schedule around city and district camps and activities. The department is also developing a prioritized maintenance and repair timeline for the district. These efforts focus on deep-cleaning high-traffic areas and addressing essential infrastructure upgrades and repairs.

MPS Plumber Position

Interviews for the district plumber will be scheduled the week of June 15th.

Summer 2026 Maintenance Repair Schedule/Tasks As of 6/3/26

Electrical	Carpentry	HVAC	Grounds	Vehicle Maintenance	Painting	Plumbing
HS main breaker project	Farm Hill stage curtain needs to be taken down and cleaned	Moody oil tank removal - remove old tank/fill the pavement/install new above ground oil tank with protective fencing and bollards.	clean MHS Stadium grounds and locker rooms	TC Van project	Lawrence - 15 Classrooms	Encore Yearly Inspection for all fire systems for each school
lights over each of the 4 stairwells at MHS	Beman gym doors & classroom door	pump station	clean and organize Remington Rand Storage Facilities	Perform all vehicle inspections along with DOT Bus/Van inspections	Lawrence cafe	Inspections of Fire Pump at MHS
MHS - 50 recess cans(lights) replacement	Bielefield shades getting done	VAV upgrades	clean and perform preventative maintenance on snow and summer equipment	service inspections	Stage paint - MHS, Beman, pit	All schools Kitchen Hoods Inspections and cleaning
All exits and emergencies light project @ Law & Bielefield	walls at MHS in cafe	HVAC filters changes & belts (as needed)	Lawn care at all MPS sites	containers need to go	Classrooms at Bielefield	fire extinguisher Inspections
HS outside lights photo eye sensor replacement @ Lawrence, Snow, FH	IAQ lists	cleaning HVAC coils	Remove any additional equipment and materials from 66 Spring Street.	vehicle summer maintenance	VoAg repainting where a cabinet was	All Kitchen equipment inspections.
Install power to Spencer School Storage garage	Lawrence trim work	continue with district work orders	Tree and shrub pruning at all sites.	Maintenance garage summer cleaning and reorganization Project	Keigwin aud. floor	Repace filters on all steam cookers
District lighting replacements	Install cork board at Beman Grade 8 floor	Spencer and Farm Hill boilers & gas line Project	Athletic Field maintenance		Beman where tvs were	Test all eye wash stations and showers
	Replace Ceiling tiles throughout all schools where needed.	MHS Stove installation	Nutmeg Games Prep		Lawrence School exterior painting project	General maintenance on all water heaters and mechanical rooms.
	IAQ inspections	IAQ inspections				Field sprinkler system inspection and schedule
	continue with district work orders	IAQ Air Purifer Project TBD				
	Install outdoor ramp railing at Beman nursing door					
	District door hinges project at many schools. Beman is top priority.					
	Keigwin Auditorium seat and floor project					



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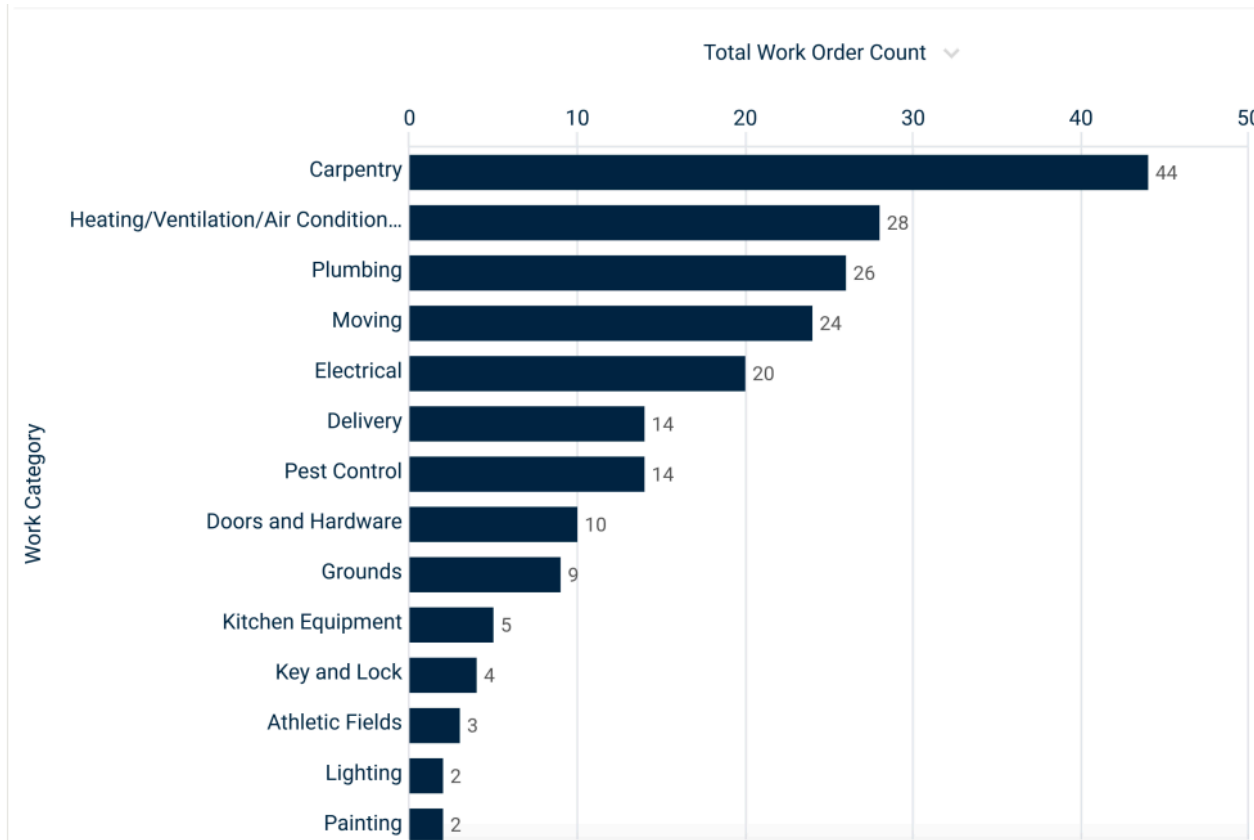
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Work Order Asset Essential Update

The District Maintenance Department remains dedicated to consistently fulfilling work orders while prioritizing clear, timely communication. We have implemented streamlined processes to ensure that every work request is met with proactive status updates, keeping staff and administrators informed from submission to completion. The next step is assessing FS Direct, the district event scheduling platform.

Work Orders Completed in the Month of May



Capital Projects Summer 2026

MHS Gym Floor

MHSPAC Acoustic Shell Repair of motorized controls

Keigwin SBHC Floor Replacement

MHSPAC Bathroom Floor

Farm Hill School: Roof and Solar Project

The Farm Hill School Roof and Solar Project has reached completion. The project is still waiting for Eversource to move into the commissioning phase and to activate the system.



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Snow School: Roof Project

The Snow School Roof project completed the installation of permanent roof ladders and the completion of several minor finishing tasks. Additionally, the district is still waiting for an update from Silver Petrucelli, who is in negotiations with the contractor regarding restitution for cleaning and repairs made before the start of school. Silver Petrucelli is in conversations with the contractor and hopes to have a resolution by the committee's May 21st meeting. Unfortunately, the contractor didn't meet this date.

Wesley School and Spencer School Roof Update

Request for Qualifications (RFQ) to select the most qualified Architect/Engineer. A draft of the RFQ was presented to the March 19th committee meeting. The next step is to review and make any necessary changes before posting. Funding for the hiring of an architect has not been solidified.

Keigwin School Project

Middletown Public Schools (MPS) has received state approval for school enhancement projects. The authorized scope of work includes asbestos abatement and flooring replacement within the first-floor hallways and cafeteria, the integration of Building Management System (BMS) controls for designated HVAC units, replacement of three HVAC Units, and the installation of air conditioning in the cafeteria. The building committee approved the RFQ for an Architect/Engineer Firm to construct the drawings and specifications. The RFQ is posted and closes on **June 18th at 12:00 PM**.

Facilities Committee

The facilities committee will have its next meeting on **Wednesday, June 17th @ 5:30 PM**. The meeting will take place at Central Office in Conference Room B.