



Office of Facilities
- Cultivating Brilliance in each Student

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Facilities Committee Meeting Minutes

MIDDLETOWN PUBLIC SCHOOLS FACILITIES COMMITTEE MEETING

Wednesday, October 16th at 5:30 pm

Middletown Board of Education Building, 311 Hunting Hill Avenue
Conference room "B"

Call to Order called at 5:32 pm by Madam Chairwoman Susan Owens

Introductions: Madam Chairwoman Susan Owens, Harold Panciera, Deborah Klekowski-Board Member, Marco Gaylord-Executive Director of Operations, Jeff Belair-community member, Mr. Dan Penney-community member, Jennifer Cannata Assistant Superintendent

- I. Review and approval of the minutes from the September 18th special meeting and the June 18th 2024 meeting.
- II. Chairwoman Susan Owens **motioned** to approve. Seconded by Harold Panciera and Deb Klekowski
- III. **Maintenance Work Order System-Marco Gaylord**-We are reviewing our current work order system, as many districts have transitioned away from School Dude. Marco is seeking historical data and is discussing alternative systems with Mike Skott. Currently, we spend about \$18,000 on this system. Jen Cannata is exploring IQ Incident for trend analysis, and Marco will involve the facilities team in evaluating any new program.
- IV. **Beman Football/Soccer Field –Marco Gaylord**- The field is facing a severe grub infestation that allows the turf to be easily pulled up. Marco has communicated with park and recreation officials and may secure an exemption from the state regarding the types of chemicals that can be used for treatment.
- V. **MHS Stadium Sound System-Marco Gaylord**- The initial plan was to replace the lights in the field, which was partially achieved by upgrading the light bulbs with Josh Cofield. The next phase involves collaborating with the vendor to make further improvements, with the intention of completing the work in-house.
- VI. **Farm Hill PV Project-Marco Gaylord**- Chris Puorro and Ken Pinsley conducted a pre-bid performance review, identifying necessary corrections to the forms. Their goal is to finalize these adjustments to ensure they can proceed with bidding for the summer.



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- VII. **Snow School Roof Project-Marco Gaylord-** Marco has authorized repairs on critical areas of the roof but prefers to wait for additional heavy rains before proceeding with further fixes. The main roof repair is planned for next summer.
- VIII. **Moody School Courtyard Window Replacement-Marco Gaylord-** We have selected Guardian as the vendor for our repairs. Although we aimed to complete the work by Veterans Day, it will now be postponed until the December holiday break.
- IX. **MHS HVAC-Marco Gaylord-** We recently had the coil of our HVAC system replaced by Trane, who assessed and cleaned several units. Many units haven't been serviced in years, and the estimated cost for the necessary cleaning is around \$25,000.
- X. **IAQ Grants - HVAC Projects-Marco Gaylord-** Last year, we applied for several grants and were approved for Snow School, Farm Hill, Moody School, and Bielefield. Marco is optimistic about the committee approving the vendor, but the state has currently paused safety, security, and other grants.
- XI. **MHS Electrical Issues-Marco Gaylord-** Last week at MHS, we experienced a power outage that lasted several hours. Eversource investigated and determined the issue stemmed from the building itself. It was found that multiple transformer rooms had malfunctioning AC units, which tripped the circuit. Additionally, we discovered that the 400+ amps in the system need cleaning.
- XII. **Macdonough Referendum November 5th-Marco Gaylord-** On November 5th, a press conference is anticipated, pending confirmation regarding legalities. Parents may host the event, which is still undecided. Marco clarified that the cost of building a school is actually \$17 million, not \$38 million, making it a beneficial opportunity for the community. Additionally, there will be no tax impact for the community in the initial years.

Open Discussion- Harold Panciera raised concerns about the locker situation, while Marco discussed a failed pilot program regarding it. He informed the facility committee about the exceptional work John Post and Jeremy Hungerford have been doing throughout the district. Deb Klekowski suggested recognizing them with certificates. Some schools, especially Macdonough, had heating issues with boilers needing rebuilding, which is cost-effective. Susan Owens inquired about solar energy in the district, and Marco provided details on current solar locations.

Motion for Adjournment by Madam Chairwoman Susan Owens at 6:06pm, Mr. Harold Panciera seconded.

Respectfully Submitted 11/21/24



Joshua Burger, Facilities Support Specialist Middletown Public Schools