**Facilities Optimization Committee**

**Approved Special Meeting Minutes**

**November 4, 2020, 7:00 PM**

Via Zoom

**Attendance:** Rick Bertasi, Gayle Weinstein, Denise Harvey, Ken Edgar, Steve Ezzes, Rone Baldwin, Tony Pesco, Hillary Koyner, Richard Wolf, Ken Craw, Jonathan Luiz, Samantha Nestor, Members of the Public

The meeting was called to order at 7:03pm.

**Approval of minutes:** Ms. Harvey made a motion to approve the minutes of the October 20th meeting. The motion was seconded by Ken Edgar. The motion carried unanimously.

**Discussion/Decision regarding meetings with RFQ respondents:**

-Mr. Edgar felt that each of the 5 respondents would be qualified. The next step would be to go to an RFP process.

-Ms. Harvey said that once we settle on a scope of work, we should do it in tiers. Mr. Bertasi indicated that the scope could be structured as alternatives.

-Mr. Baldwin [Vice Chair of the Board of Finance] said that he will not approve the funding until he is sure that Town finances are stable. He would like the consultant to reconcile what they present to the Silver Petrucelli report.

-Mr. Pesco said there is a dividing line between the work we need to do in each of the buildings over the next 10 years and what we expect the consultants are going to deliver. The consultants will show us how they will envision a 3 site campus and what needs to be included in that vision. This is more of a generational approach that should include building efficiencies, sustainability, 21st century education, etc.

-Mr. Bertasi said that these ideas are not mutually exclusive.

-Mr. Wolf felt that many of the proposals were very expansive and beyond the scope. He would like to take a different approach and hire an educational consultant to look at WIS and do another space needs analysis. He doesn’t understand why the school administration feels the school is well occupied, given the fact that the school was built for 100 more students than is currently in the building. He wants an independent review separate and distinct from the BoE.

-Dr. Craw said that the administration values having dedicated spaces for certain classes such as world language, art, and health. There is also a need to have an increased level of intervention support from when the building was first designed.

**Discussion regarding the Board of Education’s 10 year Capital Plan and the Silver Petrucelli report:**

-Mr. Pesco reviewed the attached reconciliation sheet. LED Lighting is not included in the 10 Year Capital Plan, as it is considered an enhancement, nor were roofs, as the need to replace the roofs will be outside the 10 year window. Also not included are items in the operating budget and the Senior Center. They are looking into an alternative, less expensive direction for air conditioning for Hurlbutt. Some items were completed in 2020. The Middle School work was not included, as there was some thought about decommissioning the school. The total capital forecast comes to $9.5M. This is just for the facilities conditions work.

-Mr. Baldwin said that if we keep the Middle School, that budget needs to be added back to the baseline. Mr. Baldwin asked what is included that are programmatic upgrades? Mr. Pesco responded that the majority of money needs to be spent behind the walls. The 10 year Capital Plan is strictly to handle facility conditions, and does not include programmatic upgrades. At this point in time, the Capital Plan is strictly what is necessary to keep the buildings in a good state for the next 10 years.

**Any new items**: None

**Adjournment**: Mr. Pesco made a motion to adjourn. Ms. Harvey seconded the motion. The motion carried unanimously.