**Facilities Optimization Committee**

**DRAFT Meeting Minutes**

**August 17, 2021 7:00 PM**

**Via Zoom**

Chairman Bertasi called the meeting to order at 7:01.

Attendance: Rick Bertasi, Gayle Weinstein Steve Ezzes, Rone Baldwin, Ken Edgar, Denise Harvey, Richard Wolf, Jonathan Luis

Minutes: Mr. Edgar made a motion to approve the minutes from the August 3rd meeting. The motion was seconded by Ms. Harvey. The motion carried.

Discussion regarding the facilities project:

-Ms. Weinstein said we need to discuss the scope of work and finalize a communications plan. At our last meeting, there was conversation about potentially expanding the scope of work to include the high school and Mr. Luiz would like a review of the town buildings. The FOC scope of work included a review of the potential to consolidate facilities, relocate employees and determine what to do with empty space. A review of HES, WIS and MS were included, but the HS was not included in the scope of work. At our last meeting, Superintendent Wolack asked for the HS to be included and in an email, Dr. Pesco requested to have all town and school buildings included. Mr. Luiz feels that bonding should be all encompassing. Ms. Weinstein believes if BoF wants to approve the additional work, that fine, but that it is not part of our initial scope.

-Mr. Luiz wants a thorough understanding of all capital expenses for all buildings for the next 10 years. He is concerned that conversations are happening around setting a bonding schedule. We can’t say we finished the work of the FOC and want to bond without looking at multi year plan that assesses non-bonded and bonded capital expenses. Mr. Bertasi said we are not going to recreate the Silver Petrucelli report.

-Mr Baldwin said that he has an allergic reaction to increasing the scope of study. He thinks it will lead to questions regarding the credibility of the committee, and that the town and BoE were included in creating the scope. Ms. Weinstein agreed that the request is beyond the scope of work, but with regard to the town side, the town buildings have not been reviewed since 2008. If there are other projects that need to be discussed, it is the purview of BoS and BoE to have that conversation with BoF. Mr. Edgar and Ms. Harvey agree that we do not have the authority to expand the scope, unless we are planning on changing our objective regarding school populations. Mr. Baldwin feels the town and BoE need to look for other ways to fund it rather than a request to BoF.

-Mr. Luiz is concerned that Ms. Weinstein, in relation to the draft schedule set by Tecton, has talked about a vote in the spring.The community should not have any votes on a significant capital project until we have a big picture budget plan. Ms. Weinstein feels Mr. Luiz is conflating a couple of things: FOC does not set bonding. She is very supportive of looking at the town buildings, but believes it is not the purview of the committee unless the BoS changes that. The FOC will come to the town with one piece, and it will be up to the BoS and BoF to determine what and when to bond.

-Mr. Ezzes asked what town buildings Mr. Luiz was referring to. Mr. Luiz responded that he is referring to every building in town and on the school campus. SE agreed with Mr. Baldwin, and said the town just spend a lot of money on the Town Hall and the library, and the town needs should be known by now.

-Mr. Luiz said that if all buildings are not reviewed, he will not approve moving forward with an application for state grants for the school building projects. Mr. Bertasi reiterated that the buildings are not variable based on the work of the committee. They are in addition to, not determined by the work of the FOC. Mr. Luiz feels he needs a comprehensive schedule of what we are bonding now and what will need bonding 5 years from now. Mr. Bertasi said that was a town management question, not an FOC question.The consensus of the committee is to keep scope of work as defined.

-Regarding the communication meetings with the public, Ms. Weinstein felt we should set an initial date. According to the schedule set forth from Tecton, the first public meeting should happen the beginning of Oct. The BoF, BOS and BoE want to be updated prior to a public meeting so the best dates look like Oct. 18 or 19. She would like a triBoard meeting scheduled to make it easier for Tecton to present once, allowing everyone hearing the same information. Mr. Ezzes said that he would arrange that. Ms. Harvey asked what work will Tecton have completed by then? Ms. Weinstein said that Tecton will have reviewed all school building plans, completed the walk throughs, and will have compiled a general conditions report. No recommendations will be made at that meeting. The purpose is to explain to the public why we are doing this work, the conditions of the buildings, and answer questions.

New items: none

Ms. Weinstein made a motion to adjourn the meeting at 7:49. The motion was seconded by Mr. Edgar. The motion carried.