

**MINUTES - BOARD OF EDUCATION PLANNING COMMITTEE MEETING
HELD IN THE HUMISTON BOARD ROOM ON JUNE 20, 2023**

Planning Committee Members Present: Andrew Martelli, Timothy White, Samantha Rosenberg

Additional Attendees Present: Vincent Masciana - Chief Operating Officer
Richard Clavet – Director of Facilities Services
Michael Losasso – Antinozzi Associates
Lisa Yates – Antinozzi Associates

CALL TO ORDER

Mr. Martelli called the meeting to order at 6:04 p.m. and led the Pledge of Allegiance.

AUDIENCE

No members of the public were present nor were there any questions or comments received.

ELEMENTARY CLASSROOM EXPANSION – NEXT STEPS

Mr. Masciana introduced Michael Losasso and Lisa Yates from Antinozzi Associates. He provided a brief recap of the recently completed study that the Planning Committee had requested from Antinozzi Associates for classroom expansion options that may be needed at Highland and Doolittle Elementary Schools due to enrollment growth. In the discussion that ensued with the committee members, it was understood and agreed that adding portable classrooms was a last resort and not a desired option. It was noted that all efforts are being made to utilize existing areas in each building by repurposing spaces, putting teachers on carts if necessary, and increasing class sizes. Some specific examples cited including the conversion of the computer labs at Doolittle into two student counseling/support areas, the conversion of the library resource room at Highland, the addition of resource areas in the large corridor areas at Highland and the fact that class sizes for next year are already as high 22 students in the upper grades at Doolittle. Mr. Masciana commented that the repurposing of spaces being done this summer is expected to suffice for the 23-24 school year to get us through and that the need for portables would be for 24-25 and 25-26 years as the 2 new schools are expected to open in August of 2026 for the 26-27 school year. He further noted that once the 23-24 school year begins, we should have a better understanding of enrollment growth so that an informed decision can be made as to whether we will need to pursue portable classroom options for 24-25.

CAPTIAL INFRASTRUCTURTE IMPROVEMENTS – NEXT STEPS

The Committee reviewed a proposal that was provided by Energeia to provide a review of our school buildings and our proposed capital projects to determine if an Energy Performance Contract is viable to make infrastructure upgrades. Mr. Masciana noted that Energeia was selected based on a competitive bid by the Connecticut Council of Municipalities to provide this type of study. In accordance with the proposal, the initial review of our buildings is performed at no-cost and Energeia is only paid a fee if an Energy Performance Contract is actually executed for infrastructure improvements and their fee is then paid through that contract. After discussion of the topic, the Committee asked Mr. Masciana to consult with Town Manager Sean Kimball and the Cheshire Town Council to determine if they want to include Town buildings as part of this project which is desirable. Mr. Masciana will report back to the Committee on that request.

SCHOOL MODERNIZATION – PHASE 2

The Committee members had a discussion centered on the Phase 2 options that were included in the School Modernization Committee’s report that was issued in April of 2022, which included renovations to Doolittle and Highland as well as Dodd Middle School and Cheshire High School. After discussing various thoughts and approaches on what the next steps should be, a consensus was reached that the Board of Education working in collaboration with the Town Council to assign a broader based group, such as the School Modernization Committee, to begin work on Phase 2 made the most sense. This will be discussed with the Board of Education at a future meeting.

BREIFING ON SUMMER MAINTENANCE AND CAPITAL PROJECTS

Mr. Richard Clavet circulated a Summer 2023 Maintenance Tasks/Projects list and provided a brief overview of the larger capital projects already underway at our schools, as well as planned maintenance improvements and repairs, and also the more routine annual maintenance and inspections that are to be completed this summer.

ADJOURNMENT

On a motion by Ms. Rosenberg, which was seconded by Mr. White, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Attest:

Vincent J. Masciana
Chief Operating Officer

Carol Jesensky, Executive Assistant

Filed at the Town Clerk’s Office, Town Hall, Cheshire: 7/11/2023.