

**MINUTES - BOARD OF EDUCATION PLANNING COMMITTEE MEETING
HELD VIRTUALLY VIA GOOGLE MEET ON JANUARY 9, 2024**

Planning Committee Members Present: Mark Ecke, Timothy White, Samantha Rosenberg
Additional Attendees Present: Vincent Masciana - Chief Operating Officer
Richard Clavet – Director of Facilities Services

CALL TO ORDER

Mr. Ecke called the meeting to order at 6:35 p.m. and led the Pledge of Allegiance.

AUDIENCE

No members of the public were present as it was a virtual meeting and Mr. Masciana stated that there were no questions or comments received by email.

ELEMENTARY CLASSROOM EXPANSION AND ENROLLMENT UPDATE

Mr. Masciana provided a worksheet with a summary by elementary school of actual enrollment updated as of January 8, 2024. He noted that Highland’s enrollment had increased to 892, up from the 886 previously reported as of October 30, and a total of 14 students higher than the 2022 NESDEC report projection of 878 students and 34 students higher than 858 students projected in the SLAM report from 2021.

Mr. Masciana distributed and then reviewed a proposal dated January 5, 2024 from Antinozzi Associates to provide the architectural and engineering services needed to add two portable classrooms at Highland Elementary School. He explained that the while the base proposal totaled \$74,350, it was broken into different components of work and noted that the proposal language enabled the district to only pay for work completed. A discussion ensued with the Committee members that included the possibility of purchasing Dattco’s triple wide unit housed at the bus depot versus purchasing a new trailer to be installed at Highland and that the site survey work needed to be done for either option. The Committee consensus was for Mr. Masciana to proceed with beginning work subject to discussing the pricing with Antinozzi. Ms. Rosenberg expressed the strong desire from a timing point of view to have the new portable classrooms ready for the start of the new school year.

REVIEW AND DISCUSSION OF 2024-25 to 2028-29 CAPITAL BUDGET

Mr. Masciana distributed preliminary draft worksheets of the Capital Expenditure Plan and Budget requests for the 5-year period from 2024-25 to 2028-29. The 5-year requests totaled \$53,255,000 with annual requests as shown below:

- 2024-25 - \$15,320,000
- 2025-26 - \$19,200,000
- 2026-27 - \$10,360,000
- 2027-28 - \$8,375,000
- 2028-29 - \$0

Each of the capital requests were reviewed by the Committee with Mr. Masciana and Mr. Clavet providing relevant details including answers to questions asked by the Committee members. At the conclusion of the discussion, Mr. Masciana indicated that he would make updates to the requests and adjust the years for the funding requested based on the discussion. He stated he would provide a prioritized list for the next Planning Committee meeting which will be scheduled in the near future.

UPDATE ON ENERGIA AND ENERGY PERFORMANCE CONTRACT 2.0

Mr. Masciana explained that the Town Council approved entering into a contract with Energia to provide a no-cost feasibility review of our buildings and infrastructure improvement projects to determine if an Energy Performance Contract would be viable. He advised that Energia was provided with the information they need from the school district and more recently by the Town and Energia is working on their review.

ADJOURNMENT

On a motion by Mr. White, seconded by Ms. Rosenberg and voted upon unanimously, the meeting was adjourned at 8:24 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: January 17, 2024.