

The New London Board of Education School Facilities & Program Design Committee meeting was held on April 7, 2025 in the Shaw's Cove Family Engagement Room and via Zoom Webinars.

DRAFT

1. Call to Order

Ms. Hambey, Committee Chair, called the meeting to order at 6:33 p.m.

Present for the Committee: Susan Hambey – Committee Chair
Karen Bergin – Committee Member
Aaron Ide – Community Representative

Absent for the Committee: Alisha Blake – Committee Member

Present for the Administration: Miguel Gautier, Jr. – Executive Director of District Operations

2. Public Comment

None.

3. Approval of the Minutes

- April 7, 2025

Motion by Ms. Bergin seconded by Ms. Hambey, to approve the April 7, 2025 minutes of the School Facilities & Program Design Committee.

***Motion carried, 2-0-1
Abstaining: Ms. Bergin***

4. Discussion on the Following

- North Campus Update

Mr. Gautier reported that they did receive the Space Waiver, so funds will not be owed back to the State. It was received the week of 5/28, which is good news. He reported that the elevator at Science & Technology was down for some time, about five weeks, while they awaited the work to be done. It is now back online.

- South Campus Update

Mr. Gautier reported that everything is done, but he continues to have discussions with the contractor regarding additional landscaping work that needed to occur. The contractor is now offering a credit because it is about 75% complete, but if they were to come back

and reseed the area, the students would not be able to use the fields. He shared that this item will be a part of the closeout. Colliers and CREC are the Owner's Representatives.

- Summer Project Scheduling

Mr. Gautier reported that the facilities department is working on closing all district schools with the exception of the high school campus and Jennings for the summer due to the budget reductions. He met with the custodians and Facilities Manager to discuss the plan. Jennings and the high school will begin operations on July 1 as a regular day, and regularly occupied. Buildings will be open for summer cleaning work to be completed based on the following schedule: Nathan Hale: June 30 – July 11, Winthrop: July 14 – July 25, and BDJMMSC July 28 – August 2. The buildings will then be reopened in August. He stated that the time at each building will be critical cleaning time, and noted that parallel to this work is the closing of the Central Office building and moving staff out to new locations. He stated that due to budget constraints, not every classroom will be waxed over the summer. Additionally, regular air quality testing will occur to ensure there is no mold or damp air.

- SY26 Maintenance Planning

Mr. Gautier reported to the committee that based on budget reductions, he does anticipate running out of money for the maintenance of these buildings. He stated that he plans to bring a regular review of all work orders and the budget to the School Maintenance and Building Committee. He stated that he is hopeful that as the money is reduced, that they can then request an additional appropriation from the City, if needed. He stated that in regards to the repairs and work, only items that need to be worked on will be worked on. He shared an outline with the committee which is an overview of how he has planned for the SY26 budget funds. Mr. Gautier noted that this information would also be shared with the School Maintenance and Building Committee.

A copy of this report can be found at the end of these minutes in its entirety.

5. Committee Member Comments

None.

6. Adjournment

Motion by Mr. Ide, seconded by Ms. Bergin to adjourn the meeting.

Motion carried, 3-0

The meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Kristea A. Francolino
Manager of Executive Support Services

FY26 Maintenance/Operations Budget Update

I want to inform this committee of a significant, change to our building maintenance operations budget. On May 12, the New London City Council approved the flat-funding of the New London Public Schools' budget for next year. In order to close the gap, on May 27, the Board of Education approved the reduction of the annual maintenance budget by 51%. Next year's (FY2025-2026) building maintenance budget has been reduced from \$939,620 down to \$458,452.

While this cut presents challenges, our commitment to the safety, health, and uninterrupted learning environment for all students and staff remains.

What happens next:

All preventative and predictive maintenance tasks will be paused with the exception of life safety and compliance requirements.

Repairs and maintenance tasks will be prioritized based on a three-tier approach:

- Tier 1- Must Do
 - Mandatory Inspections of the Fire Alarm, Sprinklers, and Elevators
- Tier 2- Critical Monitoring
 - HVAC, Roofs, Playgrounds
- Tier 3- Reactive Repairs
 - Emergency & Operational Fixes Only

Deferred Maintenance: All cosmetic, non-critical or low impact repairs will be on hold with risk ratings, cost estimates and review triggers.

The budget of \$458,452 is projected to be encumbered as follows:

- Tier 1 (\$144,000)
 - \$8,000.00: Annual maintenance and repairs for emergency generator
 - \$14,000.00: Inspection and repairs for middle and high school fitness equipment
 - \$19,000.00: District AHERA compliance services
 - \$12,000.00: Monthly fire pump testing, annual sprinkler inspection, annual testing
 - \$11,000.00: District alarm monitoring services
 - \$75,000.00: Elevator inspections and repairs
 - \$5,000.00: Annual fire extinguisher inspections
- Tier 2 (\$217,710)
 - \$60,710.00, Plumbing repairs
 - \$55,000.00, Low voltage wiring repairs
 - \$38,000.00: Lock & door repairs, and key replacement.
 - \$27,000.00: HVAC filters
- Tier 3 (\$133,742.00)
 - \$133,742.00: Repairs