



School Facility Utilization Task Force (SFU-TF)
7:00PM on Wednesday, March 11, 2026
Bakerville Consolidated School - Cafeteria

All appointed members of the School Facility Utilization Task Force were in attendance except for **Carmen Neale** (Community Member) and **Bernard “Ben” Witte** (Board of Finance).

Members in attendance were:

Mary Beth Greenwood (Board of Selectman), **Kerry Guilfoyle** (Board of Finance), **Alesia Kennerson** (Board of Selectman), **Eleanor “Penny” Miller** (Board of Education), **Jon Puz** (Board of Education), **Samantha Wald** (Community Member), **Kristin Young** (SFU-TF Chair / Board of Education) and **Michelle Miller** (Project Manager SP+A).

Kristin Young, the School Facility Utilization Task Force Chair called the meeting to order at 7:07PM.

A. Approval of Agenda

MOTION by Samantha Wald to approve the agenda as presented. Second by Jon Puz.

UNANIMOUS

B. Order of Business

C. Communications to the School Facility Utilization Task Force

Aulay Carlson - March 6, 2026 - School Security

D. School Facility Utilization Task Force Chair’s Report

Ms. Young announced that the SFU-TF received approval from local boards (*Board of Education, Board of Finance and Board of Selectman*) for budget for recordings.

MOTION by Mary Beth Greenwood to end SFU-TF meetings no later than 9:00PM. Second by Samantha Wald.

Discussion was had regarding limiting public comment. Some members feel there should be no end time or limit to public comment. There are other avenues for individuals to submit their comments. Ms. Young suggested adding additional dates, as “public hearings” which can be dedicated fully to public comment. The intent of this motion is not to cut public comment, but to have a target to stay on task and keep business moving forward. Samantha Wald is in favor of adding additional meetings for public comment only, with no business to conduct at that time. Ms. Wald said Simsbury Public Schools did a similar study recently and held “public forum days”, which were also on the weekend, this could accommodate parents who cannot make evening meetings.

AMENDED-MOTION by Mary Beth Greenwood to set a target end time for SFU-TF meetings at 9:00PM. Second by Samantha Wald.

Members had discussion and 9:30PM was considered instead.



AMENDED-AMENDED-MOTION by Mary Beth Greenwood to set a target end time for SFU-TF meetings at 9:30PM. Second by Samantha Wald.

Aye: Mary Beth Greenwood, Kerry Guilfoyle, Jon Puz, Samantha Wald, Kristin Young

Naye: Alesia Kennerson, Penny Miller

(5-2-0)

Motion Passes

Ms. Young would like the SFU-TF to review sample surveys which will be sent out to the community in addition to scheduling additional meetings as “public hearings” (*strictly for public comment*), by June 6, 2026 (SP+A final presentation).

MOTION by Kristin Young to consider scheduling two public hearing meetings in between now and June 6, 2026 to facilitate better dialogue. Second by Samantha Wald.

Ms. Kennerson repeated a previous suggestion to have a Saturday meeting.

UNANIMOUS

There was an inquiry regarding the [Request for Proposals](#), and where to find these. The Request for Proposals are on the [New Hartford Public Schools webpage](#). Based on Ms. Wald’s suggestion, Ms. Young will ask for the RFP’s to be linked on the [School Facility Utilization Task Force webpage](#).

E. Routine Business

a. Approval of Minutes - January 22, 2026 and February 19, 2026

MOTION by Alesia Kennerson approve the meeting minutes from January 22, 2026 **with the amendment** to Page 4 to remove “Bakerville”, the Oak Hill classrooms were not stated in conjunction with a specific location. Second by Penny Miller.

UNANIMOUS

MOTION by Samantha Wald to approve the meeting minutes from February 19, 2026. Second by Alesia Kennerson.

MOTION by Mary Beth Greenwood to approve the meeting minutes from February 19, 2026 **with an amendment** to correct Shelley Lloyd’s public comment to state “*she hoped the cost for essentials to bring the school up to code would be broken out in the cost estimates*”. Second by Samantha Wald.

Aye: Mary Beth Greenwood, Alesia Kennerson, Penny Miller, Jon Puz, Samantha Wald, Kristin Young

Naye:

Abstain: Kerry Guilfoyle

(6-0-1)

Motion Passes

b. Timeline Check In

The process is currently on track. The [next meeting scheduled for April 8](#), is to discuss programming and enrollment projections. Ms. Young asked if the members were open to adding an additional meeting on



Wednesday March 25, 2026 to discuss enrollment projections so the timeline does not get thrown off. It was determined to amend the timeline and add said date to the calendar to keep the timeline on track with ample time to discuss each topic.

F. New Business

a. Silver Petrucelli & Associates delivers Facility Conditions Presentation

SP+A introduced themselves (*Bob Banning, the Principal Engineer, Michele Miller, the Project Manager/Architect, Marquis Burwell, the Mechanical Engineer and Nick Fawcett, the Mechanical Engineer*) and provided a presentation of the current Facility Conditions for all three schools: Bakerville, New Hartford Elementary and Ann Antolini School. SP+A had categories: **Site/Civil, Architectural Exterior, Architectural Interior, Plumbing, Mechanical, Electrical.**

Bakerville Consolidated School: \$11,693,692

Bakerville Consolidated School cannot be expanded without the installation of a sprinkler system.

Site/Civil: railings, drainage (downspouts), stairs

Architectural Exterior: siding, fascia, soffits, trim, windows, roof

Architectural Interior: flooring, stained ceilings, door hardware, handrails, ADA compliance issues

Plumbing: well, lead piping, water heater, mixing valves, bathroom backup, kitchen grease trap, radon testing, sprinklers (largest expense)

Mechanical: boilers and pumps, fans, heating equipment replacement (to gas), install outdoor air systems, rooftop unit cafeteria and gym and office areas, heat pumps, bathroom exhaust fans, fire ready range hood

Electrical: ADA compliance, update service, fire alarm stations, outlets, circuit breaker locks

Several questions were asked, regarding the “priorities”, oil tank replacement, and benefits of switching to propane.

New Hartford Elementary School: \$12,015,295

Site/Civil: ramp to main entrance, sidewalk in courtyard, drainage (downspouts)

Architectural Exterior: soffits, trim, paint, roof (1980), brick and mortar, windows

Architectural Interior: courtyard egress, flooring, wall cracks, failing paint, door hardware, handrails, signage, furniture safety

Plumbing: lead piping, missing pipe insulation, radon testing, sprinkler testing, fixtures

Mechanical: boilers and pumps, fans, install outdoor air systems, bathroom exhaust fans, fire ready range hood, heat pumps

Electrical: replace panels, switches, circuit breaker locks, outlet covers, use of extension cords, fixtures, no ADA compliant signage

Ann Antolini School: \$12,996,087

Site/Civil: no ramp at auditorium and gym

Architectural Exterior: brick and mortar, expansion joints, soffits

Architectural Interior: locker room renovation, regret tiles, stage stairs not compliant, toilet grab bars, replace ceilings, signage, rooftop equipment

Plumbing: water heaters, mixing valves, kitchen grease trap, rusting gas pipes, pump house piping, fire pump



Mechanical: boilers and pumps, heating equipment replacement (to gas), install outdoor air systems, heat pumps, radiators, fuel tank
Electrical: circuit breaker locks, tamper resistance receptacles, GFCI, light fixtures, no ADA exit light fixtures

G. Old Business

a. Public Comment Protocol Discussion

Ms. Young stated there has been confusion regarding public comment protocols.

MOTION by Kristin Young to confirm plan to limit public comment to 3 minutes per comment as laid out in the protocol document. Second by Jon Puz.

Ms. Kennerson is against limiting public comment. Ms. Greenwood suggests the time limits be based on the number of individuals wishing to comment. Ms. Miller suggests to leave protocol as is. Ms. Guilfoyle says there is a standard Board of Finance meeting to have 3-minute public comment. Ms. Young has a preference to solidify a time limit for public comment. This motion is specific to SFU-TF and not public hearing meetings which are planned to be scheduled. Ms. Young clarified this motion is a hard cutoff and not a target.

Aye: Mary Beth Greenwood, Samantha Wald, Kristin Young

Naye: Kerry Guilfoyle, Alesia Kennerson, Penny Miller, Jon Puz

Abstain:

(3-4-0)

Motion Fails

MOTION by Jon Puz to have a 3-minute target for public comment. Second by Kerry Guilfoyle.

Aye: Mary Beth Greenwood, Kerry Guilfoyle, Jon Puz, Samantha Wald, Kristin Young

Naye: Alesia Kennerson, Penny Miller

Abstain:

(5-2-0)

Motion Passes

H. Public Comment - (For Task Force Business Only)

Thomas Buzzi: 651 Niles Road

Mr. Buzzi expressed or brings to light, that even if a location was closed or “no longer a school”, (*Bakerville for example*), there is the cost to bring the building up to compliance as a school, but there is also a cost associated with keeping the building usable as a town owned building, although not as a school. Costs have to be considered if the building will be demolished or be used in some fashion other than a school, the issues still need to be addressed, regardless the buildings use. He feels the public needs to be aware of the costs for each building for all scenarios. Not using a school as school doesn’t mean the town doesn’t have to spend any money, a building not as a school would still incur costs.

Pamela Colombie: 500 Cedar Lane

Ms. Colombie questions the different ADA requirements of a federal (*town*) versus a private building. Regardless of the use, the ADA requirements would remain if a town owned building.



Shelley Lloyd: 29 Pioneer Drive

Ms. Lloyd is interested if “with regard to Bakerville School and possible reuse, will there be a cost differential between keeping the building as it is, including the modular classrooms, and keeping the building as it is and getting rid of classrooms?” The answer is yes. Ms. Lloyd clarified that if you receive any money from the State the school has to be kept as a school for 20 years, or the money would have to be paid back, which is correct.

Carly Deleon: 255 Gillette Road

Ms. Deleon questioned if Bakerville School is the cheapest to repair, then why close Bakerville?

Michelle Miller from SP+A clarified she is not saying to close Bakerville School.

Ms. Young clarified at this time there is no desire for any action for any school, the purpose of the SFU-TF is to ultimately make these determinations. Ms. Kennerson feels the temporary classrooms are a “weak point”, the classrooms were meant to only be used for a short amount of time and not forever, she feels this problem needs to be addressed.

Kirby Morante: 3 Sloan Street

Ms. Morante asked if the OSHA or “finable” items could be separated out or “isolated” as essential. Some issues may be compliance issues (*priorities 1 and 2 for example*) which need to be addressed and others may be nice to have (*priorities 3 to 4 for example*).

Michelle Miller says you don’t necessarily have to do the items all at once, but there should be a plan to address them all eventually. Electrical is the “have to do”.

Ms. Morante asked if there was a ratio for federal funding. Does enrollment effect federal reimbursement rates? Enrollment projections will affect the reimbursement rate, which will vary by school.

Christine Mangini: 33 Red Clover Road

Ms. Mangini strongly advocated that New Hartford could grow in population, there is potential for expansion going forward which is important to keep in mind. She reminded everyone enrollment goes up and goes down, the modular classrooms were added because enrollment increased.

Kathryn Wilder: 425 Stub Hollow Road

Ms. Wilder would like to know where all the money is going to come from for these improvements? Ms. Wilder also asked if SP+A made a recommendation to close a school, would “you” go along with that recommendation to close the school?

I. Action steps for next meeting w/ date, location and time

The next School Facility Utilization Task Force meeting is on Wednesday March 25, 2026 at 7:00PM at Ann Antolini School (*added to the [meeting schedule](#) at this meeting*). This meeting’s topic will be to review enrollment projections and discuss two public hearing dates.

J. Adjournment

MOTION by Jon Puz to adjourn the meeting at 9:03PM. Second by Samantha Wald.

UNANIMOUS



*Respectfully submitted by,
Elizabeth Domas, Recording Secretary*

Attachments:

Aulay Carlson – Email from March 6, 2026 – “School Safety”

New Hartford Public Schools – Facility Conditions Presentation

https://resources.finalseite.net/images/v1773321183/newhtfdorg/ut06ttnhppb9f5qjkfz3/20260311NewHartford-FACILITYCONDITIONSPRESENTATION_DRAFT.pdf

New Hartford Public Schools – Facility Conditions Report

https://resources.finalseite.net/images/v1773321213/newhtfdorg/ckgkz2ns7y1xlm6namzt/NewHartfordPublicSchools-FacilityConditionsReport03092026_DRAFT.pdf

ADA Question Response from Michelle Miller at SP+A (March 12, 2026)

Dedicated email for the task for is NHTaskForce@newhtfd.org

Dedicated webpage is <https://www.newhtfd.org/board-of-education/school-facility-utilization-task-force>

Sign up for e-mail alerts from the School Facility Utilization Task Force on the town website:

<https://www.newhartfordct.gov/subscribe>

Recording will be made available on the YouTube channel. You can subscribe here:

<https://www.youtube.com/@schoolfacilityutilization>