FACILITIES SUB-COMMITTEE MEETING **THURSDAY,**
GRISWOLD BOARD OF EDUCATION **February 12th, 2026**

Facilities Subcommittee approved 3/24/2026

1. A regular meeting of the Facilities subcommittee took place on Thursday, February 12th, 2026, at Griswold Middle School in the Library Media Center/Learning Commons, located on the second floor, 211 Slater Avenue, Griswold, Connecticut. The meeting was called to order at 5:15 PM by Sean P. McKenna, Griswold Superintendent of Schools.

PRESENT Stuart Norman, Jr., and Kimberly Neilson, Facilities Subcommittee Members.

ALSO PRESENT Sean McKenna, GPS Superintendent of Schools; Glenn LaBossiere, GPS Assistant Superintendent of Schools; and Thomas Verville, GPS Director of Facilities; Lauren Churchill, GHS Music Teacher; and Kailey Shea, GMS Music Teacher.

ABSENT Terry Cholewa, Facilities Subcommittee Member.

2. Approval of the Facilities Subcommittee Minutes – October 9th, 2025

MOTION By Stuart Norman, Jr.
Seconded by Kimberly Neilson
To approve the Facilities subcommittee minutes for October 9th, 2025, as presented.
Motion unanimously carried.

3. Review, Discussion, and Action to Appoint a Facilities Subcommittee Chair – The Facilities subcommittee nominated and appointed Kimberly Neilson to be chair of the Facilities subcommittee.

MOTION By Stuart Norman, Jr.
Seconded by Kimberly Neilson
To appoint Kimberly Neilson as Chair of the Facilities subcommittee.
Motion unanimously carried.

4. Review, Discussion, and Possible Action on a Facilities Request – GPS Music teachers, Kailey Shea from GMS and Lauren Churchill from GHS, presented a request for allowing the Thames Valley Music School to use our facilities to provide lessons. Part of this request, if approved, would allow Griswold residents to receive a substantial discount with music lessons offered at the school. The Facilities subcommittee voted to move this request forward to the full Griswold Board of Education for review, discussion, and possible action to approve.

MOTION By Kimberly Neilson
Seconded by Stuart Norman, Jr.
To move this request forward to the full Griswold Board of Education for review, discussion, and possible action to approve
Motion unanimously carried.

5. Updates from Thomas Verville, Director of Facilities – Thomas Verville, Director of Facilities, provided an update to the Board on the ongoing work with light replacements within the café at GMS and exterior lighting on campus.

6. Updates on Routine and Preventative Maintenance – The Facilities subcommittee received an update from Thomas Verville, Director of Facilities, on the routine and preventative maintenance that has taken place during the first half of the school year.

7. Updates on GPS Checklists – required by the State of CT – Thomas Verville, Director of Facilities, provided an update to the Facilities Subcommittee regarding the development of the required State of Connecticut facilities checklists. He shared that these checklists are currently in progress and, once completed, will be presented to the Facilities Subcommittee and subsequently to the full Board for review, discussion, and possible action later this spring.

8. Anything that May Properly Come Before the Committee - Nothing.

9. Adjourn

MOTION

By
Seconded by
To adjourn the Facilities subcommittee meeting at 5:39 PM.
Motion unanimously carried.

Minutes prepared by: Sean McKenna/Robin Drobiak