

School Facility Utilization Task Force
7:00PM on Wednesday, May 27, 2026
Ann Antolini School - Library

All appointed members of the School Facility Utilization Task Force were in attendance:

Mary Beth Greenwood (Board of Selectman), **Kerry Guilfoyle** (Board of Finance), **Alesia Kennerson** (Board of Selectman), **Eleanor “Penny” Miller** (Board of Education), **Carmen Neale** (Community Member), **Jon Puz** (Board of Education), **Samantha Wald** (Community Member), **Bernard “Ben” Witte** (Board of Finance), **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 7:06PM.

A. Approval of Agenda

MOTION by Mary Beth Greenwood to approve the agenda. Second by Kerry Guilfoyle.

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B. Communications to the School Facility Utilization Task Force

Heather Twyeffort (20 Lake Shore Drive) – Support of Keeping Bakerville School Open, if not cost-effective, with a backup alternative to build a new school (PreK-6)

C. School Facility Utilization Task Force Chair’s Report

Ms. Young reported the second “*Public Informational Meeting*” was held on Tuesday May 19, 2026 at 5:30PM. The meeting covered the same content as the first “*Public Informational Meeting*” which was held on Saturday May 2, 2026 at 1:00PM. There were no new questions asked and 9 people were in attendance. She also informed the Task Force that a change has occurred, attachments to minutes are no longer being recorded or attached to the minutes per the Town memorandum. The attachments will still be available from NHPS for public transparency. The Town informed Boards and Commissions that attachments are not required to be filed by FOIA.

D. Routine Business

a. Approval of Minutes – Wednesday May 13, 2026

MOTION by Samantha Wald to approve the May 13, 2026, meeting minutes for discussion. Second by Carmen Neale.

MOTION by Mary Beth Greenwood to approve the May 13, 2026, meeting minutes as amended, the first amendment: “*Ms. Young agreed to discuss scheduling additional summer meetings which will be discussed at the next meeting*” and the second amendment: “*The goal would be to keep the portables during construction, if an addition is added*”. Second by Alesia Kennerson.

Aye: Mary Beth Greenwood, Kerry Guilfoyle, Alesia Kennerson, Penny Miller, Carmen Neale, Samantha Wald, Ben Witte and Kristin Young

Naye:

Abstain: Jon Puz

(8-0-1)
Motion Passes

b. Timeline Check In

The process is moving forward and working well.

E. New Business

a. Updates from Silver Petrucelli & Associates

Michelle Miller presented an “Energy Use Intensity Report”, created by SP+A engineers, where SP+A used samples of energy and oil/propane bills from the annual time period of April 2025 to April 2026 of all three (3) New Hartford Public Schools to determine their current **energy use intensities** (EUI’s). The engineers come up with an EUI, which is the energy consumption of a building with gross square footage. This data is compared to regional education EUI in the northeast, which is at 73.2.

The national median EUI is 45.2 and the national 75th percentile EUI is 59.8. ***Bakerville Consolidated School EUI is: 76.49, (which is higher or worse), New Hartford Elementary EUI is: 99.79 and Ann Antolini School EUI is: 68.05.*** New Hartford Elementary is the highest (*much higher than the national average*) and most costly because of the steam heating system and lack of insulation. With previously suggested improvements such as upgrading to condensing boilers and lighting upgrades, these numbers would be brought down. ***Those recommended upgrades may reduce numbers, for example: Bakerville Consolidated down to 67.76, New Hartford Elementary to 87.05 and Ann Antolini to 59.65.*** These numbers do not include the needed roof replacement at New Hartford Elementary School.

Main conclusion of this report shows the steam heat, lack of insulated pipes/walls and an older roof show energy is coming out of the buildings, and upgrades suggested by SP+A could improve those numbers. Is this report based on oil or a switch to propane? Michelle Miller will get back to the Task Force. Please refer to the specific “Energy Use Intensity Report” dated 5/26/2026 for more in depth details.

b. Review Task Force Meeting Schedule

There was discussion to add additional summer meetings. The goal of these additional meetings is to discuss more in depth as the Task Force narrows down potential options with community input. Proposed discussion was to add (1) additional meeting in July and (1) additional meeting in August. Ms. Young will contact members of the SFU-TF to discuss tentative dates for said additional meetings. Mr. Sousa is reviewing overall building costs for staffing as things move forward. The Task Force may also discuss entertaining a Civil Engineer at one of the additional meetings once there is more direction and fewer options on the table. The goal would be to have these two additional meeting dates available for the next meeting on June 8, 2026.

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

Aulay Carlson (455 West Hill Road) — Have other options been explored other than what has been discussed at these meetings? Is the SFU-TF open to receiving other alternative suggestions? Mr. Carlson would like to present his options in a formal setting for the Town and SFU-TF. Mr. Carlson also asked for clarification about where the attached documentation will be available. The SFU-TF acknowledged correspondence will be posted on the NHPS website for public transparency, but no longer attached to the recorded minutes at Town Hall in the Clerk’s Office. Ms. Young clarified for Mr. Carlson where to find attachments, and that the change in procedure is a Town decision.

Shelley Lloyd (29 Pioneer Drive) — Is there a cost comparison between the different fuel types, oil versus propane costs? Ms. Lloyd would like to see options for other alternative energy sources. She feels some options should be eliminated and focus should be on reasonable options. Is there a deadline for the options and/or a deadline for the SFU-TF to decide by? She feels the process is open-ended and could go on forever. Ms. Lloyd stated there should be a deadline to avoid having this process drag on forever.

Unknown Man (No Name or Address) — Requested an updated timeline of when decisions will be made.

Taylor Johnson (182 Gillette Road) — Ms. Johnson is in support of maintaining the PreK program at 3 sections rather than have the program being reduced. She feels a reduction to the PreK program could have negative results such as more students being outplaced, which costs more money. There was discussion on the number of students in PreK.

Jon Puz suggested the PreK discussion be paused at this time. Ms. Young and Ms. Greenwood agreed. This topic is set to be discussed at the Tuesday June 2, 2026, Board of Education meeting at Ann Antolini School (7:00PM). There is underlying reason for the expansion of the PreK program increasing from 2 to 3 sections.

G. Old Business

a. Update from Stakeholder Engagement Subcommittee

Mary Beth Greenwood reported the faculty and staff survey has a third revision, which is a much better product than the initial version. The survey has been updated with added input from different people. The goal is to get approval from the SFU-TF to move forward distributing the survey to faculty and school staff only.

MOTION by Kristin Young to approve the survey for faculty and school staff for discussion. Second by Jon Puz.

Penny Miller questioned how the survey is planned to be sent out? The survey will be emailed to all NHPS employees through Superintendent Sousa. Public surveys for the community will come later on once the avenues have been discussed further and narrowed down to fewer viable options.

MOTION by Kristin Young to adopt the survey as amended during this meeting for faculty and school staff. Second by Alesia Kennerson.

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b. Update from the Financial Impact Subcommittee None

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

a. Special Meeting - Monday June 8, 2026 at 7:00PM at Ann Antolini School - Library

The next meeting has been changed from Wednesday June 10, 2026 (Regular) at 7:00PM to Monday June 8, 2026 (Special) at 7:00PM at Ann Antolini School in the Library. This will now be a "Special" meeting, all items on the agenda remain the same. By this point the site fit test results should be available from Michelle Miller (SP+A).

SFU-Task Force member Alesia Kennerson will not be available to attend the Monday June 8, 2026 Special meeting. She requested her outstanding thoughts to be available in these minutes.

- *Suggests the Board of Education review shared services to investigate savings.*
- *Energy performance contract inquiry, she would like to learn more about this, and if there was a change in fuel type, are there savings? This topic will also be discussed at the July Board of Selectman meeting.*
- *Ms. Kennerson feels strongly towards consolidation. She feels New Hartford could consolidate into 2 schools without many major additions (New Hartford Elementary and Ann Antolini). Ms. Kennerson wishes to recommend there only be 2 sections of PreK, if the current PreK cannot be fit into said consolidation.*
- *Requests a building committee be formed to provide recommendations on what will need to be done and what the Town can afford. Said building committee would consist of volunteers, which has been done previously.*
- *If consolidated into 2 schools, what do lunch waves look like? Is there possible growth to move 6th grade to regional 7 in the future?*

Kristin Young stated the authority of the SFU-TF is to make a recommendation to the Board of Education, on the best option moving forward. Ms. Young agrees further additional committees can assist.

Jon Puz stated again PreK will be discussed at next Board of Education meeting. Please refer to the Board of Education meeting next week on Tuesday June 2, 2026, at 7:00PM where this topic of conversation will be discussed in further detail.

b. CANCELED - Regular Meeting – Wednesday June 10, 2026 at 7:00PM at Ann Antolini School – Library

I. Executive Session

- a. Discussion concerning possible modifications to existing buildings under renovation scenarios
(for purposes of security when discussing layouts of the schools)

MOTION by Samantha Wald to enter Executive Session at 8:10PM. Second by Penny Miller.

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Everyone in attendance left the meeting. The School Facility Utilization Task Force remained for Executive Session. Motions following Executive Session were provided by Kristin Young.

Executive Session ended at 9:24PM.

MOTION by Alesia Kennerson to direct SP&A to develop and present configuration options for housing PreK through Grade 1 at New Hartford Elementary School without programming expansion; and a PreK through Grade 1 configuration option for Bakerville School, assuming removal of the existing portable classrooms and the addition of replacement classroom space, and that such options be presented for Board review without cost estimates at this time. Second by Kerry Guilfoyle.

Aye: Mary Beth Greenwood, Kerry Guilfoyle, Alesia Kennerson, Penny Miller, Carmen Neale, Jon Puz, Ben Witte and Kristin Young

Naye: Samantha Wald

Abstain:

(8-1-0)

Motion Passes

J. Adjournment

MOTION by Penny Miller to adjourn the meeting at 9:35PM. Second by Jon Puz.

UNANIMOUS

*Respectfully submitted by,
Elizabeth Domas, Recording Secretary*

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>