

School Facility Utilization Task Force
Special Meeting

7:00PM on Monday, June 8, 2026

Ann Antolini School — Library

All appointed members of the School Facility Utilization Task Force were in attendance except for: **Alesia Kennerson** (Board of Selectman).

Those in attendance were:

Mary Beth Greenwood (Board of Selectman), **Kerry Guilfoyle** (Board of Finance), **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 **Special** meeting to order at 7:02PM. This meeting is a Special meeting because the meeting was rescheduled from the previous Regular meeting date of Wednesday June 10, 2026.

A. Approval of Agenda

MOTION by Mary Beth Greenwood to approve the agenda as presented. Second by Carmen Neale.

UNANIMOUS

B. Communications to the School Facility Utilization Task Force

Aulay Carlson submitted a Demographic and Education Analysis, regarding enrollment projections. He also included a letter on classroom requirements citing CGS 10-220.

Based on discussion of the task force members, Mr. Carlson uses a different methodology than the hired district consultant used. Michelle Miller will ask the consultant to review Mr. Carlson’s methodology, for the SFU-TF to understand using a professional opinion, especially to determine what the State of CT will accept. Members noted there were no “data sources” sighted, where did this information Mr. Carlson provided come from? Next action of the Task Force is to ask Mr. Carlson for his sources and then have the consultant review the submission. Mr. Carlson’s input is appreciated in the process, although using different measures will cause for a dramatically different outcome. Some also noted to review the CGS for accuracy.

C. School Facility Utilization Task Force Chair’s Report

Michelle Miller (SP+A) and SFU-TF Chair Kristin Young met with Mike Lucas (Town Planner) to discuss site analysis/conditions. They obtained useful information from Mr. Lucas about New Hartford Elementary School. They also received information about a previously mentioned concern of “setbacks” at Bakerville Consolidated School. The Board of Education also agreed to provide context regarding shared services, similar to the presentation provided on the PreK program.

Two additional meetings will be scheduled for Thursday July 16, 2026 and Thursday August 20, 2026. Open items and action will be tabled until the July meeting. Kristin Young asked members of the Task Force to review “open items” and the action log document. She asks members brainstorm information they feel is missing to proceed further towards the goal of making a decision. The goal is to have a committed end date by the end of the summer meetings.

D. Routine Business

- a. Approval of Minutes - May 27, 2026 (Wednesday)

MOTION by Kerry Guilfoyle to approve meeting minutes from May 27, 2026. Second by Jon Puz.

AMENDED-MOTION by Ben Witte to approve the meeting minutes as amended from May 27, 2026. The first amendment is to state "*John Lloyd – 29 Pioneer Drive*" instead of "*Unknown Man (No Name or Address)*" and the second is to include "*housing Grades 2 through 6 at Antolini School without program changes*" in the motion made by Alesia Kennerson after Executive Session. Second by Penny Miller.

The motion from meeting minutes of May 27, 2026 stated "*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*".

UNANIMOUS

- b. Timeline Check In:

The final steps of Programming & Capacity and Master Planning is moving along. No new information.

E. New Business

- a. Updates from Silver Petrucelli + Associates

Michelle Miller from Silver Petrucelli + Associates presented the updated facility options with each "benefit and drawback". Ann Antolini School leads in the best condition and Bakerville Consolidated School is in a "deficiency" category.

Option A: Maintain All Three Schools

- Benefits: Addresses facility conditions, maintains small school model
- Drawbacks: Creates educational inefficiencies, staff traveling, repeated programs for small populations, energy consumption issues

Option B: Combine PreK through Grade 2 at Existing Site

- Two scenarios: New Hartford Elementary and Bakerville additions
- Benefits: Two buildings on each side of town, program expansion possible
- Drawbacks: Floodplain issues (New Hartford Elementary), building coverage concerns (Bakerville), gym/cafeteria separation problems

Option C: New School Adjacent to Upper Field

- Benefits: No construction impact during building, modern design, district campus creation, energy efficiency requirements
- Drawbacks: Higher cost, less reimbursement, site work including potential ledge, removes town hiking area

Option D: Ann Antolini School PreK through Grade 6

- Benefits: Rear addition minimal impact, separate PreK wing, district campus
- Drawbacks: Site work costs, potential ledge issues, one school location

Option E: Limited Additions Only

- New Hartford Elementary: Cannot fit all classrooms (two floating classrooms identified)
- Bakerville: More additions required than New Hartford to equalize
- Benefits: Utilizes existing buildings, limited program expansion
- Drawbacks: Specials remain in single classrooms, Special Education/intervention services not fully met

Ann Antolini School Grades 2-6 Analysis

- 15 classrooms are available for Grades 2-6

- Percentage of the School Utilization would increase to 85%
- Requires a separate gym/cafeteria addition for scheduling conflicts
- Concerns are:
 - Combining early elementary students with pre-adolescents
 - Second graders need primary-focused instruction
 - Limited intervention/Special Education space expansion
 - Playground modifications needed for age groups

Planning & Zoning Insights

New Hartford Elementary School: is in a floodplain, additions possible but are not ideal and will require special engineering (an added expense).

Bakerville School: Per Zoning the proposed over 23,000 SQ FT would exceed allowable coverage, which would require a variance from P&Z. Parking does not need to be within setbacks.

Ann Antolini School: has room to expand but there are concerns of ledge. Blasting may be an additional cost.

State Grant Program Updates

There have been changes to the State Grant Program, which happened in March 2026 — a revision to early childhood and Special Education space standards. The new approach allows for the exclusion of PreK and Special Education space from standard calculations, which could significantly improve reimbursement rates.

The reimbursement must be requested by application, and the Commissioner can exclude square footage. This could potentially affect 6,000 SQFT of Special Education space and 2,000-3,000 SQFT of PreK space. These calculations could change reimbursement rates from the original rates (more grant funding), especially for Ann Antolini School.

Some members had concerns with combining Grade 2-6, although it should still be investigated, this should be the last option. The goal would be to keep education the same for students, if not better. This configuration could make things difficult. Other feels, it definitely deserves to be an option, if there would be potential savings by such configuration. But should it come down to a financial decision, when does cost override concern? Ultimately the goal should be to making sure the education being put forward is the best the community can provide for the students. Some felt the “Life Skills” room is very important, especially to retaining students in district. Special Education is expensive (especially outplacement), and that is not going to change, some would hate to see this issue of not having a Life Skills room, not be addressed in the process. Members discussed the value of each “site”, and which is “worth” putting money into. The value, or “investment” of each property is important to have in the decision-making process. Then there are many other questions: “What does the construction look like? Can the students be moved around within the school? Where will the students be placed if there is not room? If the Town were to maintain “status quo”, what does it look like to maintain three schools? How would the priority items/requirements be addressed? The SFU-TF has asked Michelle Miller to update the reimbursement rates for all options.

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

John Lloyd — 29 Pioneer Drive

Mr. Lloyd feels the “worth” of each site has not been addressed. What is the quality of each site in its condition and the value of investment? He expressed other information which the SFU-TF has not investigated so far, but must before moving forward.

1. Site value assessment needed for all three locations
 - Utility conditions and replacement costs
 - Septic system impacts from additions (perk test will be required)
 - Water supply reliability
2. Environmental issues documentation required
 - Asbestos, lead, PCB, mold present in all buildings
 - Remediation costs need clear explanation

3. Construction phasing reality (provide clear details how the phasing will occur)
 - Occupied construction extremely difficult in elementary settings
 - Temporary facilities likely required
 - True costs not reflected in current estimates

G. Old Business

a. Update from Stakeholder Engagement Subcommittee

The faculty survey received 57 of 97 responses (strong response rate). There will be a summary created of the results, to be distributed within 1-2 weeks. There was a full set of data with comments which will be provided to the Task Force. Discussion of the results is planned to be discussed at the next July 16, 2026 meeting.

b. Review Task Force Meeting Schedule

There are two additional meetings scheduled July 16, 2026 and August 20, 2026 both Thursday's and at 7:00PM, the regular meeting time.

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

The next steps are for Michelle Miller to incorporate phasing, occupancy, and operational costs into the analysis, update grant reimbursement calculations (to new State guidelines) and narrow option to 1 or 2 configurations for a further detailed analysis. Site boring may be required as well as environmental and utility assessments for final recommendations.

MOTION by Samantha Wald to enter Executive Session at 8:33PM and invite Michelle Miller (SP+A) to join.
Second by Penny Miller.

UNANIMOUS

Everyone in attendance left the meeting.

The School Facility Utilization Task Force members in attendance and Michelle Miller (SP+A) remained for Executive Session.

Motions following Executive Session were provided by Chair Kristin Young to the Recording Secretary.

I. Executive Session

- a. Discussion concerning possible modifications to existing buildings under renovation scenarios**

Executive Session ended at 9:05PM.

J. Adjournment

MOTION by Samantha Wald to adjourn the meeting at 9:05PM. Seconded by Kerry Guilfoyle.

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>