

The Regional School District 13 Board of Education Utilization Committee met in Special Session on Thursday, September 30, 2021 at 6:00 PM in the library at Coginchaug Regional High School.

Committee members present: Mrs. Booth, Ms. Geraci, Mr. Giammatteo, Mr. Moore and Dr. Taylor.  
Committee members absent: Dr. Friedrich, Mr. Hicks, Mrs. Johansen and Mr. Yamartino.  
Administration present: Dr. Schuch, Superintendent of Schools and Mrs. Neubig, Director of Finance.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Public Comment**

None.

**Approval of Agenda**

*Ms. Geraci made a motion, seconded by Mr. Giammatteo, to approve the agenda, as presented.*

*In favor of approving the agenda, as presented: Mrs. Booth, Ms. Geraci, Mr. Giammatteo, Mr. Moore and Dr. Taylor. Motion approved unanimously.*

**Approval of Minutes - May 25, 2021**

*Mrs. Booth made a motion, seconded by Mr. Moore, to approve the minutes of the May 25, 2021 meeting, as presented.*

*In favor of approving the minutes of the May 25, 2021 meeting, as presented: Mrs. Booth, Mr. Giammatteo, Mr. Moore and Dr. Taylor. Motion approved with Ms. Geraci abstaining.*

**Utilization need update**

**A. Korn**

Mrs. Neubig reported that they working with the engineer at Nathan Jacobson who has worked on the lot line revision and areas where easements are required. Once everything is agreed upon, they will go to a district meeting and the town can then apply for zoning variances or other needs. The town has indicated that they'd like to expedite this process.

Dr. Schuch explained that because the district owns the school, Durham residents alone cannot complete the transaction nor can the board itself. No referendum is required; only a district meeting. Mrs. Neubig added that the town would like to get into the building before it gets too cold as the boiler is not working. A district meeting can be called in about five days.

- B. Brewster**
- C. Lyman**
- D. Memorial**
- E. Strong**
- F. CRHS**

Mrs. Neubig reported that she has a five-year plan though Mr. Yamartino had expressed interest in a 20-year plan. Some roofs, septic and wells were not included on the five-year plan, but Mrs. Neubig is working with Mrs. Gaudreau and Mr. Croteau to get those on the plan. Some of the end-of-life needs have been addressed through the energy project as well as the \$6.9 bonding project.

Funding has been secured for quite a few of the items at Memorial and Brewster, though Memorial will still have a \$2.4 million critical systems need and Brewster will have \$1.8 million. Including Lyman, the district's end-of-life critical needs are \$9.1 million. This number is in addition to the \$6.9 million that was previously allocated.

The energy project included things such as LED lighting, replacement of boilers at Cuginchaug and Strong and also upgraded the automation systems at Cuginchaug and Strong. Memorial received a new chiller, LED lighting and unit ventilators. Brewster received occupancy sensors, exterior lighting and LED lighting. The district received over \$500,000 in incentives from Eversource for doing this project.

The bonded items included the culvert, Pickett Lane paving, sprinkler house and connection to the water line at Cuginchaug and Central Office. Memorial's projects included combustion air systems, kitchen make-up air system, ventilators, exhaust fans, hot water piping, a complete building automation system replacement and the roof over the media center and cafeteria. At Brewster, a boiler, heating distribution system, heating combustion system, exhaust fans, emergency generator, gym air handling units, fire sprinkler system were included. The building automation system is thought to be part of any new construction, but will become necessary if a new addition is not done. Mrs. Neubig added that Brewster is in desperate need of a new gym floor as well but it had been taken out of the budget for the last few years.

Lyman remains the same. No capital work or energy projects have been done there. The emergent need there is \$2.8 million with a total need of \$4.25 million. Mr. Moore noted that if the referendum fails, they will need to go for \$2.8 million plus whatever else is needed for bonding. He hoped to get that done either before or during the budget process. Mrs. Neubig cautioned that the \$2.8 million number is five years old. Dr. Taylor suggested that the bonding for Lyman should maybe be done in a separate question.

Mrs. Neubig added that needs will be coming up at Strong as well, including a chiller, HVAC, gym roof and refurbishing of the flat roof.

Mr. Moore added that there are athletic issues at Cuginchaug and Memorial. The soccer fields have been fixed at Memorial, but there is nowhere to sit. He also believes something needs to be done about the pad at the high school, especially since there is no water at any events. Dr. Taylor thought that the field house had gone to the Building Committee to try to gather a total cost that can be brought to the public. Mr. Giammatteo stated that they started to look at those items, but he remembers that numbers needed to be pared down. Mrs. Booth recalled that it was close to \$150,000 for a shell. She added that the building had been plumbed for 14 stalls which was a bit excessive. Mr. Moore recalled that the structure was built by Amish people and was approximately \$80,000, but another \$20,000 for a two-foot wall. There were issues about heat and electricity. He had felt that the district could cover the building and the booster clubs could raise money for the utilities. Dr. Taylor would like to get a final proposal from the Building Committee.

Dr. Schuch noted that the rest of the stadium is so nice that it is very conspicuous to have the concrete slab sitting there with no bathrooms.

**Security update**

Mrs. Neubig reported that the grant has been submitted since June. She checked last month and was told to look for approval in October/November. Hopefully, the phone system gets approved because they lost all programming over the summer. Mr. Croteau was able to get it back up and running, but they are still having some issues.

The funds that were reallocated from the vestibules have been spent on rewiring the front door key fobs for first responders. Lobby Guard is ready at the high school and cameras are being installed. Interior door locks have been completed. The hallways have been painted at all five schools and maps have been updated and submitted to first responders. Window film has also been installed.

Items still in process are the panic buttons which are back ordered and the radios that work with the panic buttons. Mrs. Neubig added that Durham Fire has asked to communicate with the district's radio frequency and they are exploring that.

**Utilization and Educational Resources Committees**

Mr. Moore stated that he and Dr. Schuch would like to cut down on the number of committees and reviewed that the Utilization Committee had been created to deal with declining enrollment some time ago. He suggested that, once Lyman and Korn are completed, they should think about keeping these issues with the Educational Resources Committee. The Utilization Committee could start up again, if needed.

Ms. Geraci stated that she would like to get rid of the Finance Committee and Mr. Moore agreed, but stated that it was the law. Dr. Schuch added that the board should talk about all of the committees, as well as committee and board meeting structure. He has heard people say that they might even get on the board if it didn't seem like such a big time commitment.

**Public Comment**

None.

**Adjournment**

*A motion was made and seconded to adjourn the meeting.*

*In favor of adjourning the meeting: Mrs. Booth, Ms. Geraci, Mr. Giammatteo, Mr. Moore and Dr. Taylor.  
Motion approved unanimously.*

*Meeting was adjourned at 6:31 PM.*

Respectfully submitted,

Debi Waz

Alwaz First