



**BOE/CO  
Friday Packet  
March 10, 2023**

Upcoming Meeting Dates

3-15-2023 BoE Facilities Committee Agenda

1-18-2023 BoE Facilities Committee Draft Minutes



Upcoming Board of Education Meeting Dates **2023**

<b>March 14</b>	<b>7:00 PM</b>	Regular Meeting ( <i>Celebrate Athletic Champs</i> ) CO Board Room 501 Kings Hwy East
<b>March 15</b>	<b>2:30 PM</b>	Facilities Committee Superintendent Conference Room 501 Kings Hwy East
<b>March 28</b>	<b>5:00 PM</b>	Policy Committee Superintendent Conference Room 501 Kings Hwy East
<b>April 5</b>	<b>5:00 PM</b>	Finance Committee Superintendent Conference Room 501 Kings Hwy East
<b>April 17</b>	<b>5:00 PM</b>	Policy Committee Superintendent Conference Room 501 Kings Hwy East
<b>April 19</b>	<b>2:30 PM</b>	Facilities Committee Superintendent Conference Room 501 Kings Hwy East
<b>April 25</b>	<b>7:30 PM</b>	Regular Meeting CO Board Room 501 Kings Hwy East

Town Budget Meetings:

BoF Budget Vote: Thursday, 3/30/23 7:30 pm

BoE Presentation to RTM: TBD

- RTM Budget Vote: Monday, 5/1/23 8:00 pm

# FAIRFIELD PUBLIC SCHOOLS

Board of Education Facilities Committee  
Regular Meeting Agenda

501 Kings Highway East, Suite 210 -- Superintendent's Conference Room\* and Call-in

**March 15, 2023**

**2:30 PM**

*\*Space in Superintendent's Conference Room is Limited*

To listen via your phone, call 408-418-9388, and use Meeting Number (access code): 234 054 68354

Please Note:

- ✓ If you call in, you will not be heard by the board members.
- ✓ Public Comment is in-person or via email to [publiccomment@fairfieldschools.org](mailto:publiccomment@fairfieldschools.org); there is no live call-in option for public comment.
- ✓ The meeting recording will also be available (audio only) on the FPS YouTube Channel.

1. Call to Order and Roll Call
2. Approval of January 2023 Minutes
3. Update: Capital and Maintenance Projects
4. Discussion: Facility Rentals (continued)
  - Begin to identify and/or refine various categories of rentals (fields, classrooms, gyms, etc.)
  - Evaluate breakdown of current fee schedule(s) for rental and custodial fees
  - Initial evaluation and discussion on classifications of individuals/organizations (i.e. non-profits, resident, non-resident, etc.)
  - Initial discussion on potential amendments to administrative regulations on facility rentals
5. Public Comment
6. Open Committee Comment
7. Adjourn

**Board of Education**

**Facilities Committee Meeting Minutes**

**January 18, 2023 2:30 pm**

**Board of Education Conference Room**

**501 Kings Highway East, Fairfield, CT**

- 1. Call to Order:** Meeting was called to order – 2:33PM Present: Nick Aysseh (Chair), Christine Vitale, Bonnie Rotelli, Angelus Papageorge, Executive Director of Operations, Mike Testani, Superintendent
- 2. Election of Chair and Secretary:** Mrs. Vitale nominated Mr. Aysseh for Chair, Mrs. Rotelli seconds the nomination, Mr. Aysseh accepts the nomination 3-0. Mrs. Vitale nominated Mrs. Rotelli for Secretary, Mr. Aysseh seconds, Mrs. Rotelli accepts the nomination, 3-0.
- 3. Approval of December minutes 3-0**
- 4. Review 2023 Meeting Dates**

Dates to be posted on website and send to Town Clerk
- 5. Discussion - Facility Rentals:**

Committee asked Mr. Papageorge if we had current rates for room rates/custodial fees. Mr. Papageorge said they are still pulling numbers together because there is such a difference for all groups. They are trying to pull from School Dude to get current rentals vs the old list. Would like to update rental form from School Dude to Master Library. Master Library is a rental system/work order system which allows for the renter to pay online and make sure insurance is in compliance. It also ties into building management system, which will know to turn A/C on before event and turn off after event is complete. Mr. Aysseh discussed collaborating with finance and policy committee to coordinate/expedite the work to get rental list ready to go for July 1. Committee discussed the revenue possibilities and giving the for-profit leagues and camps notice of potential increase in fees for future bookings. Committee discussed working to catalogue available spaces, fee structure (rental fee/custodial fee/security fee) and looking to see if any neighboring districts have any existing policies in place.
- 6. Update – Capital and Maintenance Projects:**

Update on FLHS scoreboard. They are in process of awarding the bid. Confirming April 1<sup>st</sup> deadline can be done. Question if we need to dig new lines – need to install small transformer station at the scoreboard. Scoreboard is over budget. They are finishing the paperwork with the State for the donation portion of the project. Rooftop chiller update – increase because of supply issue with steel structure. When we issued PO, delivery lead time on chiller is 52 weeks. If we get federal grant money for HVAC projects, we won't be able to wait until kids are out of the buildings. Work may need to be done while kids are in school. Bids are back on Burr gym floor – higher than expected.

- 7. Public Comment: None**
- 8. Open Committee Comment: None**
- 9. Motion to adjourn: 3-0 at 3:21pm**

Respectfully Submitted  
Bonnie Rotelli