

TOWN COUNCIL STRATEGIC PLANNING COMMITTEE

MEETING MINUTES

Thursday, December 22, 2015
7:30 PM

Town Hall – Council Chambers
Continuum at Chalk Hill (Sandy Hook Elementary) to Close Meeting

Attendance: Councilman Kenneth Kellogg, Chairman (“KK”)
Councilman Dee Dee Martin (“DM”)
Councilman Kevin Reed, Secretary (“KR”)

Also Present: Jim Agostine, Superintendent of Monroe Schools (“JA”)
Jack Zmary, IT and Facilities Administrator Monroe Schools (“JZ”)
Chris Nowaki, Public Works Director (“CN”)
Frank Lieto, Town Council Chair, (FL) *Present at Chalk Hill part of meeting*

1. Call to Order

- Meeting called to order by KK at 7:31 PM
- Special thanks by KK to Monroe PD for organizing trip to Chalk Hill

2. Public Participation

- None

3. Minutes of 12/03/2015 Meeting

- Minutes of the previous meeting, submitted by KK, Chairman of SPC were reviewed.
- Motion by DM, seconded by KR, approve the minutes. Motion passed 3-0.

4. Establishment of next meeting date by KK. Proposed for Monday, December 28. Time TBD.

5. Chalk Hill Building – Discussion on Current State of Facility

- KK proposed to the attendees we defer the discussion on the Fletcher study until visit to Chalk Hill. General consensus was agreement.

- Draft of Operating budget for Chalk Hill was submitted to group by CN
- KK challenged the possibility of having an itemized opportunity discussion on “moth ball” projects, and if we’d get to that. CN confirmed examples like HVAC and sprinklers would come up and be fully explained.
- CN introduced a 4 page document that reflected clear and pointed questions to Newtown’s Leadership on the “State of Building” upon leaving. General consensus was that it was detailed and direct and addressed many items Monroe would be interested in in order to ascertain what projects would have to be executed first, and what the building could be used for once returned. CN was confident that Newtown would do an effective and complete job in filling it out and get back to us soon. DM asked when we’d have back, and CN confirmed he’d share as answers were given and that the final version would be done sometime within the school year.
- CN confirmed that the locks would appropriately addressed upon Newtown leaving. More answers to be given in future meetings.
 - JZ explained he would also have a day 1 solution to this with possible existing tools and equipment
- JA stated that upon arrival at Chalk later in the meeting, we would see a very functioning and clean school. He urged we look beyond the cosmetic and school supplies into the structure and mechanicals that CN would show. All agreed and understood.
- KK recessed the meeting at Town Hall at 7:52 to reconvene at Chalk Hill
- KK reconvened meeting at Chalk Hill at 8:04 in the main lobby. Tour started using the Fletcher report as a guide. CN conducted the lead of the tour with JA and JZ supporting.
- CN reviewed and showed many mechanicals and systems and structural deficiencies. There was a clear discussion on priority vs. code and discretionary items in the report.
- FL introduced the concept that as we discuss and view the items in the report, we should keep in mind the question of how the building could be used. Depending on building use, that could change code/priority of the items in the report.

6. Other as Required – none

7. Adjournment – KK adjourned the meeting upon motion by KR, seconded by DD at 9:08 PM in Chalk Hill Lobby.