

REGIONAL SCHOOL DISTRICT No. 20
BOARD OF EDUCATION
Special Meeting Minutes
August 20, 2026

Facilities Committee

Committee Members

Susan Wheeler, Chair	Rob DeLayo
Scott Pottbecker	Ashley Westfall

1. Call to Order The Facilities Committee meeting held at Lakeview High School and via teleconference was called to order at 6:00 p.m. by Susan Wheeler.

Members present: Susan Wheeler, Chair, Rob DeLayo, Scott Pottbecker, and Tiffany Parkhouse (ex officio member).

Also present: Jeffrey Villar, Ph.D., Superintendent, Julia Cardillo, Chief Financial Officer, and Dan Hamilton, Facilities Director.

Absent: Ashley Westfall.

2. Approval of Facilities Committee Special Meeting Minutes of August 6, 2026
Scott Pottbecker made a motion for the approval of Facilities Committee Special Meeting Minutes of August 6, 2026. Rob DeLayo seconded the motion. There was no discussion. The motion passed unanimously.
3. Review JMS Domestic Hot Water Boiler RFP Response
Julia Cardillo shared there was one response to the RFP for the JMS Domestic Hot Water Boiler replacement for which a single bid of \$28,888 was received from Connecticut Combustion. The project is moving forward by identifying and reallocating potential budget surpluses. The district plans to monitor these expenditures and consult the Board regarding necessary line-item transfers or reserve withdrawals after January. The installation has already been completed, ensuring the system is ready for the new school year.
4. Review IAQ/HVAC RFP Response & Discuss Next Steps
There was a lengthy discussion regarding the IAQ/HVAC project and next steps. Discussion included but was not limited to costs, timelines, and buildings to inspect to stay within budget.
5. Discuss Lakeview PA/Bell System Project - Additional Switches
Four additional switches are required for the PA and Bell system installation at Lakeview High School. The district received three quotes and selected the lowest bidder, CDW, for this purchase.
6. OSHA Violations & Correction Action Plan
Dr. Villar reviewed the OSHA violation and mitigation plan and answered questions from the Committee members.

7. Summer Facilities Projects

Julia Cardillo reviewed the Summer Facilities Project report, which outlined the work completed by the facilities and custodial staff over the summer months.

The parking lot project should be completed in the coming weeks as contractors are awaiting delivery of blocks for the parapet wall. Once school begins, construction work will be scheduled to avoid morning arrival times, afternoon departure times, and periods of high traffic activity.

8. Adjournment There being no further business to come before this Committee the meeting adjourned at 6:38 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem