

East Granby Board of Education
East Granby, Connecticut 06026
Facilities Subcommittee Meeting Minutes
Wednesday, January 28, 2026

Board Members Present Virtually: Bob Paskiewicz, Whitney Burns, Ricky Bortz

Others Present Virtually: Patrick Gustafson, Alicia VanNeil

Others Present In-person: Suzanne Palmieri, Mary Hiney

I. Call to Order and Pledge of Allegiance

The facilities subcommittee meeting was called to order at 5:05 p.m., and all recited the Pledge of Allegiance.

Facilities Rental & Cleaning Expectations

The committee discussed the need to finalize facilities rental expectations, noting that the topic has felt repetitive and unresolved (“Groundhog Day”).

• Auditorium Rentals:

The group agreed that current auditorium rental practices are working well, including the established cleaning fee.

• Gym Rentals:

- The committee agreed to implement a **universal cleaning checklist** for all groups using the gyms.
 - Patrick will draft the checklist.
 - The checklist will be incorporated into the user agreement.
- A **hazard protocol** will be attached to the agreement.
- A **deposit** will be required as part of the usage agreement and may be used if cleaning expectations are not met.
- Suzanne will seek **quotes for Sunday evening cleaning services during basketball season**, with the goal of more efficiently addressing floor and bathroom cleaning after heavy weekend use.

• Additional Observations:

- It was noted that there have been **no formal complaints this year**, likely due to increased awareness and groups following their own internal checklists.
- Alicia noted that district teams sometimes practice immediately before or after community teams on weekends. Because there is **no weekend custodian**, community users may encounter spaces that are already dirty upon arrival.

• Weekend Custodian Discussion:

- The committee discussed the possibility of an **event/weekend custodian**.
 - Mary noted that the position has been posted previously but has not been filled.
 - Suzanne offered to repost the position, acknowledging that this remains the most effective long-term solution.
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Long-Range Facilities Outlook

Due to time constraints, the committee briefly touched on long-range facilities planning. Suzanne reminded the committee of the **February 7 Board of Education facilities walkthrough**.

Next Steps

- **Patrick** will draft:
 - Universal gym cleaning checklist
 - Updated usage agreement (including hazard protocol and deposit language)
 - **Whitney** will gather information on what travel teams can and should do to align with a consistent cleaning protocol.
 - **Suzanne** will:
 - Request quotes for Sunday evening cleaning services
 - Explore reposting a weekend custodian/maintenance position (pending contract and budget review)
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Adjournment:

The meeting adjourned at **6:10 p.m.**

Respectfully submitted by,

Suzanne Palmieri