

**TO: The Honorable Mayor and Town Council**

**FROM: Arosha Jayawickrema, Town Manager**

**DATE: February 25, 2021**

**SUBJECT: Berlin High School YMCA Daycare Program Lease Agreement and Building Modifications**

**Summary of Agenda Item:**

At the January 11, 2021 regular meeting, The Berlin Board of Education approved the next steps to enter into a lease agreement with the Meriden- Berlin –New Britain YMCA, regarding the Berlin Transition Academy at the YMCA building on Main Street in Berlin, and the proposed YMCA Daycare at the Berlin High School. The Berlin Board of Education, on behalf of the Town of Berlin, proposes to lease three classrooms of the Berlin High School to the YMCA for use as a daycare facility in lieu paying rent for the space at the YMCA building on Main Street in Berlin for the Berlin Transition Academy. The proposed lease is for a term of three and one quarter years, with an option to extend up to an additional two years. The Berlin Board of Education and Town of Berlin will construct certain improvements to the leased portion of the High School in order to suit the daycare operation. The YMCA will reimburse the Berlin Board of Education and or Town of Berlin for certain costs associated with the improvements. The proposed lease agreement is a cost savings measure for the Berlin Board of Education which prevents the need to find a new space for the expansion of the current Transition Academy at a potentially higher annual lease fee. The estimates to modify existing spaces at Berlin High School to meet all code and licensing requirements are currently at approximately \$50,000. The Town of Berlin and Berlin Board of Education are requesting Town Council approval to enter into a lease agreement with the Meriden- Berlin- New Britain YMCA for the continued use of the YMCA building on Main Street in Berlin in lieu of space at Berlin High School. The lease agreement will be contingent upon Corporation Council review and approval along with local code review and approval before modifications take place.

**Action Needed:**

Move to approve a lease agreement between the Town of Berlin, Berlin Board of Education and Meriden-Berlin-New Britain YMCA and authorize the Town Manager, Arosha Jayawickrema, and Superintendent of Schools, Brian Benigni, to sign all necessary documents to lease three classrooms at the Berlin High School to the YMCA in lieu of paying rent to the YMCA for the use of the Building on Main Street for the Berlin

Transition Academy, pending review and approval of the lease agreement by Corporation Council and review and approval of all local codes related to modifications at Berlin High School.

**Attachments:**

Berlin Board of Education, Regular Meeting Minutes dated January 11, 2021

**Prepared By:**

Douglas Solek, Director of Facilities