

September Facilities Committee Meeting

Friday, September 4, 2020 9:00 AM

Call in: 1-312-626-6799 Pin #: 300946 Video Meeting:

<https://zoom.us/j/99466677155?pwd=UHV sazB3S1QzNHpkN2R5SE xRYnZSQT09> Meeting

ID: 994 6667 7155 Passcode: 300946, 24 School Road, Weston, CT 06883-1623

I. Fall 2020 Reopening Plans Update

II. Update of Facilities and Grounds Maintenance

III. Approval of June and July Minutes

IV. Other Business

**Minutes
Facilities Committee
June 5, 2020**

Present:

Tony Pesco, Committee Chair
Ruby Hedge, Committee Member
Victor Escandon, Committee Member
Phil Cross, Director of Finance and Operations
Mike DelMastro, Director of Facilities

Absent:

Dr. William McKersie, Superintendent of Schools

Guests:

Christopher Spaulding, Weston First Selectman
Taffy Miller, Weston Resident
Richard Wolfe, Weston Building Committee

The meeting was called to order by Mr. Pesco at 9:02 a.m.

The Committee discussed the following items regarding the Weston Sidewalk Committee:

- Mr. Spaulding reported that the Town of Weston applied for three separate grants to have sidewalks installed in town. The first grant has been awarded and received, and is the Weston Community Connectivity Grant. This would allow for the installation of sidewalks connecting the school campus, the Town Hall complex, and the town center. It would also allow for installation of signal lighting to permit for safer crossing of Rt. 57 and access to the town center. All work would be conducted when it is the least impactful to school operation. There would very little actual roadwork, and most of the work that is done would be removed from student areas. Regarding lighting of the sidewalks, there isn't any funding available currently for lighting, but that may be something that could be addressed in the future. Mr. Spaulding added that beauty enhancements are included in the projects, so tree removal and grass seeding are included in the scope of work.

The Committee discussed the following items regarding facility and grounds monitoring/maintenance during the District's closure:

- Mr. DelMastro informed the Committee that with the closing of schools he has been able to start on summer work. Custodians have been helping teachers gather and bag student belongings for pick up, and they have also been walking the schools checking for leaks or any other issues. They have also started on painting projects. The grounds department has been mowing, trimming, mulching and planting, and the maintenance department has been keeping up with preventative maintenance projects. Some security has been on campus trying to maintain social distancing regulations since the campus has been partially re-opened to the public. The entire security staff will be on campus the following week for graduation ceremonies and also to aid in student pick up of belongings.

- Mr. DelMastro reported that the back-up septic pump at the elementary school needs to be repaired, as there seems to be an electrical problem that is holding the water back. The contractor will be there the following Thursday to make an assessment.

The Committee discussed the following regarding an update on the intermediate school floor:

- Mr. DelMastro informed the Committee that the project is moving along well. The cleaning company has taken responsibility for the damage they caused, and Mr. DelMastro will send them the exact amount they are responsible for. Additionally, he reported that he and Mr. Wolfe will review the color of the new tiles, as they are slightly different from the ones currently there, and he will also show Mr. Wolfe which tiles are being repaired, and which are being replaced.

The Committee discussed the following regarding a FY21 capital project update:

- Mr. Wolfe reported that the building committee will be going out to bid the following week for the high school façade repairs, and they should have the bids in hand by the end of June, and they are looking to complete the project by the end of August. Regarding the replacement of the chiller in Hurlbutt, he reported that the equipment has been purchased and should be delivered in mid-July.

- Mr. DelMastro informed the Committee that regarding the water heater project in East House, the contractor was in and figuring out all the valve sizes and locations. Once that is complete, he will order the materials and have a contractor come in to make the repairs. All wiring will be accomplished by District staff.

- Mr. Wolf reported that going forward the Board of Education should work directly with the Building Committee on all projects rather than going through Jonathan Luiz, the Town Administrator.

The Committee discussed the following regarding the May minutes:

- The Committee approved the May minutes.

There being no further business to discuss, the Committee adjourned at 10:14 a.m.

Respectfully submitted,

Andrew Galli

Administrative Assistant to the Director of Finance and Operations

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**Minutes
Facilities Committee
July 28, 2020**

Present:

Tony Pesco, Committee Chair
Ruby Hedge, Committee Member
Victor Escandon, Committee Member
Dr. William McKersie, Superintendent of Schools
Phil Cross, Director of Finance and Operations
Mike DelMastro, Director of Facilities

Guests:

Gina Albert, Weston Resident
Hillary Koyner, Weston Resident

The meeting was called to order by Mr. Pesco at 10:01 a.m.

The Committee discussed the following items regarding Fall 2020 reopening plans:

- Regarding transportation, Mr. Cross reported that the actual bus routes really won't change. Whether the District returns full time or with a hybrid model, First Student is recommending not to have additional routes as that would only add confusion. For SPED transportation Relia will be following State guidelines regarding social distancing. They are not certain about rideshares yet. They will have more information in August. Tracy Edwards, the new Director of Pupil Personnel Services is currently checking with families to confirm if they will need transportation. If there are any new students that come in during the year that will require transportation, Tracy will review the request, determine the District's commitment, and then decide if transportation is required.
- Mr. Cross informed the Committee that the buses will be cleaned daily and it is the responsibility of First Student to do it. The District will not be adhering to a one student per seat policy as the State has determined that as long as all children are wearing facemasks, the buses can operate under normal conditions. The District is not planning on having monitors on the buses, but can add them if necessary.
- Regarding increased traffic if a majority of families decide to drive their children to school, Dr. McKersie reported that he has had conversations with Chief Henion of the Weston Police Department. Once the District knows for certain if it will be back full time or hybrid, the PD will be ready to help work out a plan.

- • Regarding creating a safe learning environment, Mr. DelMastro reported that all the rooftop units and air handlers have fresh air dampers on them and he can increase the amount of fresh air that is being allowed into the buildings. If it's hot out it will be uncomfortable as the higher amount of fresh air that is allowed in, the less air conditioned air is in the building. All filters are currently being changed and all units are being checked and cleaned. Right now all the HVAC systems are running well. Every bathroom, all hallways and shared classrooms have exhaust fans and they are all up and running. Specialty rooms will be equipped with portable air cleaners to help with air purification.

- Mr. DelMastro reported that the chiller replacement at Hurlbutt is proceeding well. One piece still needs to be delivered for a leak that was discovered, but the system should be able to be started up by the beginning of August.

- Regarding the cleaning of the buildings, Mr. DelMastro reported that the bathrooms would be cleaned twice a day. Mr. Cross added that more people would be needed to handle the increased cleaning, and this would likely be done through Affineco. Mr. DelMastro also added that the District has purchased additional hand sanitizing stations that will be placed in high-traffic areas, as well as hand sanitizers and disinfecting wipes which will be placed in each classroom. Additionally, directional signs will be placed in all buildings to aid in foot traffic.

- Mr. Cross reported that Chartwells is developing several different plans to feed students and should have a definitive proposal by mid-August. Some options include serving students in common areas with food carts with the students then being able to take the food back to their classroom, as well as a pre-order platform which will cut down on crowding.

- Regarding Fall sports, Dr. McKersie reported that the State's view is that sports will be played. Facility-wise the fields are ready and in great shape thanks to the work of the grounds department.

- Mr. DelMastro reported that isolation rooms have been identified in all schools, predominantly in the nurses' offices. If an individual is re-located to one of these rooms, the return air will be shut-off so germs won't be spread to other parts of the building, and an air cleaner will be turned on in the room.

There being no further business to discuss, the Committee adjourned at 10:14 a.m.

Respectfully submitted,

Andrew Galli

Administrative Assistant to the Director of Finance and Operations