

October Facilities Committee Meeting

Friday, October 2, 2020 9:00 AM

Zoom Call ?1 669-900-9128? Passcode: 073992, 24 School Road, Weston, CT
06883-1623

**I. Update from Town Facilities Optimization
Committee**

II. Fall 2020 Reopening Plans Update

III. Update of Facilities and Grounds Maintenance

IV. Approval of September Minutes

V. Other Business

Town of Weston

Facility Optimization Committee

Mission:

1. The goal is to find a long-term solution that works for all school and town facilities, is educationally sound, minimizes costs and is acceptable to the citizens of Weston.
2. If the BoE determines it is educationally appropriate, maintains a safe and secure learning environment, and does not adversely impact the quality of education we deliver to our students, the goal is to determine if it is possible to reduce the footprint of school and town facilities to optimize lifetime costs (capital, facilities, operating expenses, other BOE staffing and expenses), improve the learning environment, create appropriate synergies for town staff and school staff, and ensure consistency with the Town's Plan of Conservation and Development.

Facility Concerns:

1. The annex is nearing the end of its useful life, and there is a need to find a permanent home for the employees who work in that facility.
2. According to the BoE's 2019 ten-year facility plan, there is approximately \$20M in repairs and upgrades needed to maintain the four school buildings in a state of good repair. Additional funding, such as bonding, would be needed to add air conditioning to the Middle School and Hurlbutt Elementary school.
3. The above-mentioned number does not include desired programmatic upgrades, such as new science labs, orchestra rooms, etc. While our purview does not necessarily cover this, we need to work closely with the BoE so that these renovations can potentially happen concurrently or at a future date.
4. Utilizing the Jarvis building for 3 employees is an inefficient use of space.
5. Should the Senior Activities Center remain at HES?
6. Is there a better location for the bus garage?

Underlying assumptions (Based on 2019 enrollment projections for 2025 and beyond):

1. Decline in enrollment may allow the District to reduce its footprint.
1. Assuming an average of 7 general classes per grade in Grades K-8, the available classroom space in each of the four schools will be able to accommodate four grades.
2. Various levels of renovation and potential additions may be required to accommodate the educational needs resulting from a redistribution of grades in each building.
3. None of the schools can accommodate a fifth grade without an addition.
7. Must allow for moderate growth so that portables will not be necessary in the future.
8. Minimize educational disruption during construction.
9. Decisions will be based on Milone and MacBroom's medium enrollment scenario. This may change as more information is gathered.
10. The annex is near the end of its useful life without some major renovations.

11. Jarvis should be taken offline as a home for town employees, as it is an ineffective use of space.

Potential Options for School Configuration:

1. No change
2. Eliminate Hurlbutt Elementary School
 - A. WIS: Grades pre-K-4
 - B. WMS: Grades 5-8
 - C. WHS: Grades 9-12
3. Eliminate Weston Middle School
 - A. HES: Grades pre-K-4
 - B. WIS: Grades 5-8
 - C. WHS: Grades 9-12

Potential Staffing Options:

1. Relocate all annex staff to a wing of HES
2. Relocate all BoE staff to a wing of HES. Relocate Senior Center to Central Office.
3. Build additions onto Central Office to house BoE annex staff and onto Town Hall to house Town annex staff
4. Some combination of the 2 options cited above

Bus Garage Options:

1. No change
2. Keep the garage in place. Relocate busses to Bisceglie or a location on the school campus.
3. Build a new bus garage on the school campus, perhaps in the current location of the annex. Utilize the current bus garage for Town staffing.

Unknowns/ Consultant Need:

1. Does future school enrollment allow for a long-term reduction in school buildings?
If so:
 - A. What would be the capital and operating savings over time?
 - B. What would be the cost to add classrooms and other space needs to make a 3-school solution work?
 - C. Is there a use for an unused building or wing of a building?
2. Given the volatility of school enrollment, does it make sense to uncouple staffing needs from educational space? (i.e. build additions onto existing buildings or limit the amount of school building use for non-school related functions).

**Minutes
Facilities Committee
September 4, 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:

Richard Wolf, Weston Building Committee

Public:

Kristana Esslinger, Weston Resident

The meeting was called to order by Mr. Pesco at 9:10 a.m.

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

- Regarding transportation, Mr. Cross reported that all buses have been routed and stops have been posted to the parent portal. Any questions from families will first be routed to the bus garage and then escalated to the finance office if necessary. All routes will remain as they currently are for the first two weeks of school, and then if necessary, and safety permitting, routed changes can be considered. Mr. Cross notified the bus company that all buses should have their windows open, weather permitting.
- Mr. DelMastro reported that while there will be increased traffic on campus during drop-off and pick-up times, the hybrid start will make that easier. For the first week of school there will be four police officers present during these times. Additionally, Mr. DelMastro noted that some changes were made to the elementary school process which should alleviate any traffic back-ups onto Rt. 57.
- Mr. DelMastro informed the Committee that all buildings are ready for the first day and all will be running at 100% by the end of the day. All filters have been changed and all systems have been maintained. For rooms without fresh air in-take, the District has purchased portable A/C's and HEPA air cleaners. Additionally, some rooms in the

middle and high schools which did not have air conditioning will not be used, and instead those classes will be moved to other rooms that do.

- Regarding the cleaning of rooms, Mr. DelMastro reported that regular cleaning and disinfecting will be done on all high-touch areas such as bathroom doors, faucets, exit doors, soap dispensers, etc. Each evening all teacher desks, student desks, chairs, smartboards, etc. will also be cleaned and disinfected as well. The District has purchased four disinfecting misters which will be used once a month to conduct a deep clean of all buildings.
- Regarding Weston families donating PPE equipment, Dr. McKersie reported that while the generosity and support of Weston families is greatly appreciated, at this time the District is asking families not to purchase any PPE supplies for donation. The District currently has an adequate supply of PPEs for both students and staff. Further, these donations will provide some logistical issues as it will be difficult for the District to coordinate the delivery of these supplies. Additionally, State regulations dictate which cleaning products can be used in the schools.
- Mr. DelMastro reported that there is one windowless classroom in the elementary school and one in the high school that are being used, but a portable A/C or HEPA air cleaner will be placed in both of them. Also, water fountains are currently not being used, so the District may need to consider purchasing water bottles for students.

The Committee discussed the following items regarding an update on facilities and grounds maintenance:

- Mr. DelMastro reported that the high school façade project is still ongoing and it's only about three weeks into the project. Mr. Wolf added that it appears that expansion joints were not installed when the building was built, but that is common for 1960's construction. Additionally, there does not appear to be much deterioration in the reinforcing rods.
- Mr. Wolfe reported that the unit ventilator replacement project at the elementary school has been completed and is operational.
- Mr. DelMastro reported that while replacing the steam traps and heat controls in the East House of the elementary school some asbestos was discovered. The abatement has been completed and the building is ready for full usage again and work on the project can start up again. The project will be over budget however because of the abatement.

The Committee discussed the following items regarding approval of the June and July minutes:

- The Committee approved the June and July minutes.

There being no further business to discuss, the Committee adjourned at 10:17 a.m.

Respectfully submitted,

Andrew Galli

Administrative Assistant to the Director of Finance and Operations

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