

## **November Facilities Committee Meeting**

Friday, November 5, 2021 9:00 AM

Google Meets Dial In: 415-737-5232, PIN: 635 044 823, 24 School Road, Weston,  
CT 06883-1623

**I. Update of Facilities and Grounds Maintenance**

**II. Capital Projects Discussion**

**III. Update of Town of Weston Optimization Committee**

**IV. Approval of September Minutes**

**V. Other Business**

## **Draft Weston Building Committee and Board of Education Capital Project Guidelines**

- 1) In October/November, approximately 18-20 months prior to the project start-up, the Board of Education will bring forth a list of possible projects to the Building Committee for discussion. The list will include a set of end goals and major deliverables.
- 2) The Board of Education and Building Committee will hire a consultant, as needed, who will:
  - Review and create job specifications and cost estimates for the project.
  - The consultant/engineer will also prepare a project schedule, including commencement and completion dates and a list of all scheduling issues and conflicts.
  - The consultant will also prepare bid documents as needed.
- 3) In January, the Board of Education will be formally presented with the list of Capital projects.
- 4) In February, the Board of Education will present the list of Capital projects to the Board of Selectmen.
- 5) In March, the Board of Education will present the list of Capital projects to the Board of Finance.

**Minutes  
Facilities Committee  
September 15, 2021**

Present:

Tony Pesco, Committee Chair  
Victor Escandon, Committee Member  
David Felton, Committee Member  
Lisa Wolak, Superintendent of Schools  
Phil Cross, Director of Finance and Operations  
Mike DelMastro, Director of Facilities

Guests:

Gayle Weinstein, Facility Optimization Committee  
Richard Wolf, Weston Building Committee

The meeting was called to order by Mr. Pesco at 10:33 a.m.

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

- Mr. DelMastro reported all the usual summer work has been completed. This includes all the routine HVAC maintenance, painting, classroom cleaning, floor polishing, etc. He added that there were several leaks district-wide which have all been repaired. Additionally, the sound dampening projects are nearly complete, with just the phase 2 project at the high school remaining to be completed. The generator at the bus garage has been installed, the installation of power to Revson Field is nearly completed, all heating repairs have been taken care of and the District is prepared for heating season, and HEPA filters and portable air conditioning units have been added to rooms that needed them.
- Regarding the Zenon Plant, Mr. DelMastro informed the Committee that there seems to be for flow going into the plant when it rains. He suspects that there could be roof drains feeding into the system which should be. Veolia will need to get into the system to see what exactly is happening. Additionally, over the summer Veolia installed new UV equipment into the plant.

The Committee discussed the following items regarding capital projects:

- Mr. DelMastro reported that the pricing for the high school old gym air handler unit replacement came in much higher than anticipated and has been placed on hold. The District will see what portion of the project can be completed with in-house staff, such as updating motors and controls and maintaining the units until the Board of Education decides to install air conditioning the area. Regarding the WIS windowsill repairs, this project has been delayed due to material and manpower shortages. Regarding the North House gym air handler unit at the elementary school, Mr. DelMastro reported that he just started looking at the project, but the project could change based on the ultimate decision of the Town's Optimization Committee. Regarding the addition of a window in the high school's nurse's office, Mr. DelMastro reported that he may move that project to next year and complete it at the same time that the double doors are added to the exterior of the gym. The replacement of the VCT floor in the South House Cafeteria in the elementary school has been completed. The project came in under budget, and Mr. DelMastro would like to utilize the left-over funds for other projects, such as repairing the floors in a couple of middle school classrooms. The plow truck for grounds has not been purchased yet, as the vehicle needs a particular chip to operate, and which, due to a shortage of natural resources because of COVID, is not currently available. Mr. DelMastro is investigating other options.

The Committee discussed the following items regarding the Town of Weston Optimization Committee:

- Mr. Pesco reported that the Optimization Committee hired Tecton as the architectural Firm to conduct the study of the Town's facilities. The first part of the study is to review the District's buildings, and then to look at all facilities within the town. To date, they have completed an analysis of the elementary, intermediate, and middle schools.
- Ms. Weinstein added that Tecton will be presenting a scope of work for the high school and the Town's buildings. Tecton is currently working on assessing the condition of the elementary and middle school to determine how old the interior systems are, such as electrical, mechanical, and plumbing. The next step would be to conduct a utilization analysis to determine space usage. The first public meeting for the project is scheduled for November 10<sup>th</sup>. Next steps also include working closely with the District to determine programmatic needs.

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

- The Committee approved the June minutes.

There being no further business to discuss, the Committee adjourned at 11:33 a.m.

Respectfully submitted,  
Andrew Galli  
Administrative Assistant to the Director of Finance and Operations

DRAFT