

MINUTES OF THE WBOE AD HOC CAPITAL PLAN COMMITTEE

Thursday, October 21, 2021

Conducted via Google Meet

I. CALL TO ORDER: Dr. Jonathan Budd, Superintendent, called the meeting to order at 7:00 p.m.

PRESENT: Jonathan S. Budd, Ph.D., Superintendent; Richard Huot, Interim Director of Business Services & Operations; Vito Esparo, Facilities Manager; Anthony Billings, Information Technology Manager; Dr. Jay Dahya, BOE representative; Jeff Hughes, BOE representative; Sheila McCreven, Town of Woodbridge representative; Jeanne Ciarleglio, teacher representative; Stephen Francis, community representative.

ABSENT: Daniel Cowan, community representative.

1 additional member of the BOE was in attendance: Sarah Beth Del Prete.

II. PUBLIC COMMENT: There was no Public Comment.

III. INTRODUCTIONS: Each Committee member introduced himself/herself.

IV. COMMITTEE CHARGE: Dr. Budd reviewed the Charge of the Committee as approved by the Board of Education on September 15, 2021.

V. DISCUSSION OF PRIOR WORK AND POTENTIAL NEXT STEPS:

Mr. Huot outlined a proposal to focus capital plan items on those costing more than \$25,000 and having a life expectancy of at least 10 years, often referred to as a building's infrastructure. Ms. McCreven presented three methods for considering a project: (a) clearly identifiable and being paid for by the district's annual operating budget; (b) semi-variable (e.g., tree trimming) and contracted over several years; and (c) capital, involving more risk and thus necessitating voting via the Town processes.

(a) HVAC: Mr. Esparo presented a narrative on HVAC developments over the past several years at Beecher, including the JACE replacement through the operating budget, and current retrocommissioning being accomplished through ESSER II funding.

(b) Hazardous Materials Abatement & Related Improvements: Mr. Esparo outlined needs for asbestos replacement, mostly in the south area of the school. Discussion centered on including this cost in the ongoing operating budget. Dr. Budd noted that some of the areas of the building are ones that could be developed more strategically via ARP ESSER funding.

Meeting Adjourned: 8:00 p.m.

MINUTES OF THE WBOE AD HOC CAPITAL PLAN COMMITTEE

Friday, October 29, 2021
Conducted via Google Meet

I. CALL TO ORDER: Dr. Jonathan Budd, Superintendent, called the meeting to order at 9:15 .m.

PRESENT: Jonathan S. Budd, Ph.D., Superintendent; Richard Huot, Interim Director of Business Services & Operations; Vito Esparo, Facilities Manager; Anthony Billings, Information Technology Manager; Dr. Jay Dahya, BOE representative; Jeff Hughes, BOE representative; Sheila McCreven, Town of Woodbridge representative; Jeanne Ciarleglio, teacher representative; Daniel Cowan, community representative; Stephen Francis, community representative.

1 additional member of the BOE was in attendance: Lynn Piascyk. 1 member of the Public was in attendance.

II. PUBLIC COMMENT: There was no Public Comment.

III. CONTINUED DISCUSSION OF PRIOR WORK AND POTENTIAL NEXT STEPS:

- (c) Oil Tank Removal / Abandonment: Mr. Esparo presented a narrative on the oil tank needing to be removed (or abandoned). Discussion centered on the possibility of contaminated soil that could need to be remediated, and State requirements related to removal.
- (d) Removal of Well Head: Mr. Esparo described the well head as related to a safety concern. Discussion centered on connection with QVHD related to this need, and the possibility of including this cost in the ongoing operating budget.
- (e) Drainage Issues: Mr. Esparo described various areas around BRS where drainage is inadequate, including some headway made since the earlier Fuss & O'Neill report. Discussion included potential funding from the Sustainable CT Grant.
- (f) Pavement/Sidewalks: Mr. Esparo described various pavement and sidewalk needs around BRS, including some connections to safety and security.
- (g) Roof Replacement/Refurbishment: Mr. Esparo outlined leaks in some areas of BRS. Discussion centered on the options of replacement vs. refurbishment.

Meeting Adjourned: 10:30 a.m.

MINUTES OF THE WBOE AD HOC CAPITAL PLAN COMMITTEE

Friday, November 5, 2021
Conducted via Google Meet

I. CALL TO ORDER: Dr. Jonathan Budd, Superintendent, called the meeting to order at 9:00 a.m.

PRESENT: Jonathan S. Budd, Ph.D., Superintendent; Richard Huot, Interim Director of Business Services & Operations; Vito Esparo, Facilities Manager; Anthony Billings, Information Technology Manager; Dr. Jay Dahya, BOE representative; Jeff Hughes, BOE representative; Sheila McCreven, Town of Woodbridge representative; Jeanne Ciarleglio, teacher representative; Daniel Cowan, community representative.

3 additional members of the BOE were in attendance: Maria Madonick, Lynn Piascyk, & Erin Williamson.

ABSENT: Stephen Francis, community representative.

II. PUBLIC COMMENT: There was no Public Comment.

III. CONTINUED DISCUSSION OF PRIOR WORK AND POTENTIAL NEXT STEPS:

The Committee discussed the documents provided in Documents Packet #1, including putting HVAC needs in the ongoing operating budget, preparing to replace the Jace, using the existing Jace as a backup, and assessing the current risk before proceeding with oil tank removal.

IV. EXECUTIVE SESSION IN ACCORDANCE WITH STATE STATUTE:

The Committee adjourned to Executive Session to discuss matters concerning the deployment of security strategies.

Meeting Adjourned: 10:30 a.m.

MINUTES OF THE WBOE AD HOC CAPITAL PLAN COMMITTEE

Tuesday, November 9, 2021

Conducted via Webex

I. CALL TO ORDER: Dr. Jonathan Budd, Superintendent, called the meeting to order at 6:00 p.m.

PRESENT: Jonathan S. Budd, Ph.D., Superintendent; Richard Huot, Interim Director of Business Services & Operations; Vito Esparo, Facilities Manager; Anthony Billings, Information Technology Manager; Dr. Jay Dahya, BOE representative; Jeff Hughes, BOE representative; Sheila McCreven, Town of Woodbridge representative; Daniel Cowan, community representative.

3 additional members of the BOE were in attendance: Sarah Beth Del Prete, Maria Madonick, & Lynn Piascyk.

ABSENT: Jeanne Ciarleglio, teacher representative.

II. PUBLIC COMMENT: There was no Public Comment.

III. CONTINUED DISCUSSION OF PRIOR WORK AND POTENTIAL NEXT STEPS:

The Committee discussed the Building Usage Analysis and Enrollment Analysis documents, as well as the documents provided in Documents Packet #2, and the current draft presentation to the Board of Education for its upcoming meeting. Discussion including various proposals to deal with expanded building usage and enrollment.

Meeting Adjourned: 6:57 p.m.

MINUTES OF THE WBOE AD HOC CAPITAL PLAN COMMITTEE

Thursday, November 11, 2021

Conducted via Webex

I. CALL TO ORDER: Dr. Jonathan Budd, Superintendent, called the meeting to order at 7:00 p.m.

PRESENT: Jonathan S. Budd, Ph.D., Superintendent; Richard Huot, Interim Director of Business Services & Operations; Vito Esparo, Facilities Manager; Anthony Billings, Information Technology Manager; Dr. Jay Dahya, BOE representative; Sheila McCreven, Town of Woodbridge representative; Daniel Cowan, community representative.

2 additional members of the BOE were in attendance: Maria Madonick & Lynn Piascyk. 1 member of the Public was in attendance.

ABSENT: Jeff Hughes, BOE representative.

II. PUBLIC COMMENT: There was no Public Comment.

III. CONTINUED DISCUSSION OF PRIOR WORK AND POTENTIAL NEXT STEPS:

The Committee discussed the document provided in Documents Packet #3, and the current draft presentation to the Board of Education for its upcoming meeting.

IV. EXECUTIVE SESSION IN ACCORDANCE WITH STATE STATUTE:

The Committee adjourned to Executive Session at 8:25 p.m. to discuss matters concerning the deployment of security strategies.

Meeting Adjourned: 9:09 p.m.