

WBOE Facilities Committee Meeting Minutes

Beecher Road School – District Office

January 10, 2020

Call to Order: 7:30am

In attendance: Jeff Hughes (Chair), Dan Cowan, Lynn Piascyk, Bob Gilbert, Meghan Saunders, Vito Esparo, Al Pullo.

1. **Facilities Supervisor Report:** Mr. Esparo highlighted some of the items contained in his report. Work over the December recess included staff training sessions, building maintenance as well as cleaning projects. Progress continues with the FY2020 capital projects. HVAC units for district offices are slated to be installed later this spring. Mr. Esparo shared that one of the three boilers has recently gone into fault. While this did not create any disruption to building supply of heat or hot water, he is awaiting a proposal from our service contractor regarding potential repairs to prevent future recurrence(s). As we continue to expand and fine tune the components covered by our building controls system, discussion transpired about maximizing benefits provided by these technologies. Superintendent Gilbert updated the committee regarding the PA system. This is included with the review being conducted by the Town security consultant. Updates will be shared with the committee as they become available.
2. **Grounds Update:** Facilities & Grounds update document was included in the meeting agenda and packet. This month, the only addition is the quote obtained for flooring replacement in classroom A-1 in the amount of \$8,040. Although this project is neither currently funded nor scheduled, it has been included along with the other identified projects for planning and consideration.
3. **QVHD Report:** Annual QVHD report was reviewed and discussed in conjunction with the Tools for Schools committee work and next steps. The report highlights the progress of the Tools for School committee, and all building staff in identifying and addressing air quality concerns. As in the past, Mr. Esparo will continue to reference the QVHD findings in conjunction with the Fix-It work order system to provide the necessary corrective actions and repairs. Annually in June, the Board of Education receives a Wellness Committee presentation, which will include outcomes from this year's Tools for Schools committee work.
4. **Phase 2 HVAC Update and Retro commissioning Work:** Phase 2 installations were completed during the December school recess. VanZelm is currently in process of obtaining final pricing for the retro-commissioning portion of the project that will include addressing large-space areas (i.e. north gym) and corridors not included in Phases I & II earlier proposals. Once all costs are obtained, a proposal will be brought forward to the Ad-Hoc Building committee for consideration.

Adjourn 8:30am