

## **November Facilities Committee Meeting**

Friday, November 6, 2020 9:00 AM

Zoom Meeting, 24 School Road, Weston, CT 06883-1623

**I. COVID-19 Facility Management Update**

**II. Update of Facilities and Grounds Maintenance a.  
WHS Facade Repairs b. East House Heat Control  
Project c. Zenon Plant Repairs**

**III. Capital Budget**

**IV. Approval of October Minutes**

**V. Other Business**

**Minutes  
Facilities Committee  
October 2, 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:

Gayle Weinstein, Weston Resident, Facility Optimization Committee Member  
Richard Bertasi, Weston Resident, Facility Optimization Committee Member  
Ken Crow, Assistant Superintendent  
Richard Wolf, Weston Building Committee

Public:

Hillary Koyner, Weston Resident  
Denis Harvey, Weston Resident

The meeting was called to order by Mr. Pesco at 9:08 a.m.

The Committee discussed the following items regarding an update from the Town Facilities Optimization Committee:

- Ms. Weinstein informed the Committee that the mission of the Town Facilities Optimization Committee is to determine if it is possible to reduce the footprint of school and town facilities in order to optimize lifetime costs, improve the learning environment, create appropriate synergies for town and school staff, and ensure consistency with the Town's Plan of Conservation and Development. The committee consists of representatives from the Board of Selectmen, Board of Finance, Board of Education, and the community.
  
- Among the questions that the committee is trying to answer include, can the District function with three schools instead of four. With the District's current enrollment this is not possible without additional space being added to one of the other three buildings.

Other questions that are of concern include, is there a better location for the bus garage, should the Senior Activities Center remain at Hurlbutt, and with the annex nearing the end of its useful life, there is a need to find a permanent home for the employees who work in that facility. Given the volatility of school enrollment, does it make sense to uncouple staffing needs from educational space? Additionally, any changes that are made should allow for moderate growth so that portables will not be necessary in the future, and any construction that is done should be done with minimal educational disruption. Among the potential options for school configuration include eliminating Hurlbutt Elementary or Weston Middle School. Potential staffing options include relocating all annex staff to a wing of the elementary school, relocating all Board of Education staff to a wing of the elementary school, or building an addition onto central office to house Board of Education annex staff and onto Town Hall to house Town annex staff.

- The committee's next steps include hiring a consultant to help figure out if future school enrollment allows for a long-term reduction in school buildings, what the capital and operating savings over time would be, what the cost would be to add additional classrooms to make a three school scenario work, and if there is a use for an unused building or wing of a building. The committee is currently going through a consultant selection process, with a decision being made early next year.

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

- Mr. DelMastro informed the Committee that everything has been running smoothly since the beginning of the school year, including the new traffic patterns for increased parent drop-offs. After the two positive cases were diagnosed in the District, contact tracing was performed to determine which rooms were affected, and then all necessary spaces were disinfected. Mr. DelMastro added that he has notified teachers that they can open the windows in their classrooms as needed. Additionally, all ventilation systems are running at 100%.
- Ms. Hedge noted that some buses did not have their windows open when transporting students. Mr. Cross said he would remind the bus company that the windows should be open, weather permitting, when students are on them.

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

- Mr. DelMastro reported that the maintenance staff has been ensuring that all systems are running properly. Additionally, they have been making repairs to fencing and netting at Revson Field and the soccer field. The grounds department has been busy with traffic duty, line painting on the fields, and grass mowing. Regarding the high school façade project, Mr. DelMastro reported that the project should be completed sooner than anticipated. Regarding the Hurlbutt East House steam trap and heat control project, the

last valves were installed and wiring is currently being completed. The energy management company will be onsite on October 12<sup>th</sup> to complete programming. Regarding the replacement of the chiller in Hurlbutt, the project is now complete and Mr. DelMastro is just confirming that all punch list items are done.

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

- The Committee approved the September minutes.

The Committee discussed the following items regarding other business:

- Mr. Cross reported that so far SPED transportation is proceeding as planned, and there are no plans at this point to bring the actual transportation of the students back in-house.

There being no further business to discuss, the Committee adjourned at 10:28 a.m.

Respectfully submitted,

Andrew Galli

Administrative Assistant to the Director of Finance and Operations