

## **Agenda**

- I. **Call to Order**
- II. **Public Comment - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time. Public Comment may be submitted electronically to [mdegennaro@woodbridgeps.org](mailto:mdegennaro@woodbridgeps.org)***
- III. **Items for Discussion**
  - A. Monthly Facilities Update
- IV. **Public Comment - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time.***

# Facilities Department Bi-Monthly Report



March 5th  
2026

Facilities  
Committee

CLEAN  
HEALTHY  
SAFE  
SCHOOLS

## COMPLETED PROJECTS

- During January a vendor was onsite to inspect and make recommendations for duct & coil cleaning for our HVAC units. The inspections of duct work and coils were positive and an immediate need for cleaning was not recommended. In the future a cycle for inspecting and cleaning ducts wing by wing was recommended.
- On January 8th we completed our final Tools for Schools walk through the 25-26 school year. Our final meeting of the year will be scheduled for the spring.
- The Annihilare chemical system has been installed. We have been methodically switching over to this system as we finish our Arsenal 1 cleaning chemical stock.
- In early January HWP3 servicing the microturbine began leaking. The leak was isolated and HWP4 was utilized to allow the microturbine to run uninterrupted. A spare pump was onsite and installed within a week. The leaking pump was sent out to be refurbished. The refurbishment is complete and that pump will now be our new spare.
- In late January the high temperature alarm on the walk-in cooler was tripped. A vendor was onsite that afternoon and diagnosed a faulty compressor. The compressor was replaced and we took the opportunity to switch to a more environmentally friendly refrigerant.
- Classrooms K1 and E4 were exhibiting unusually low space temperatures. Faulty valve actuators were discovered and replaced immediately.
- In late January low space temperatures were observed in classrooms D1 and E4. A visual inspection revealed failing motors. Motors in both spaces were replaced within 24 hours.
- On 1/29 the UV in classroom C3 was reported to be creating a rumbling noise. Upon investigation a damaged blower wheel was identified. A replacement part was located locally and was picked up and installed that day.
- In early February separate alerts about noises above the ceiling were reported. Failing damper actuators in S3 and E6 were replaced upon discovery.
- On 2/6 a failed IGST board for our AERCO Boiler #2 was replaced. All boilers are currently running without alarm..
- A recent quarterly sprinkler inspection revealed a faulty tamper switch located in our south sprinkler room. A quote was obtained and the repair was completed within a week.
- During the months of January and February over 60+ "fix-it" tickets were closed. This number is not inclusive of time-sensitive maintenance issues reported outside of fix-it. This number is also non-inclusive of the majority of HVAC repairs.

## PROJECTS IN PROCESS

- Damper actuators for ERV3 (bypass) & AHU4 (exhaust) stopped responding. Replacement parts are onsite and repairs are imminent.
- The timer for the North parking lot pole lights has been acting up. A quote for a replacement time clock has been obtained. We plan to bundle this repair with other onsite electrical work.
- The delivery and review of our annual roof inspection report is imminent. Verbal communication highlighted an issue above the North Gym to be addressed.
- The replacement/refurbishment of a failed computer board for our chiller has been processed. The board has been sent out for repair. We're expecting this repair to be completed in the spring when the chiller is re-started for the cooling season.
- Our current classroom thermostats are no longer being produced. A plan to upgrade the thermostats wing by wing is being considered. A quote has been obtained for a single room, a quote for bundling multiple rooms is in process.

## OUTSTANDING ISSUES

- During snow removal on 2/24 both of our Toro Snowblowers failed. Both units are about 20 years old. The positives/negatives of replacement versus repair is being assessed.
- Water balancing of the HVAC water system was recommended to maximize cooling.
- The domestic hot water is back feeding into the domestic cold water. A large back-check valve in the North heat exchanger room has been quoted for replacement.

Prepared by:

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# Facilities Department Bi-Monthly Report

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