

The Board of Education CIP subcommittee started the meeting at 3:07pm.

The purpose of the meeting was to discuss the final steps for the Board of Education CIP.

Attendance:

Dr. Janet Robinson, Superintendent
Gino Faiella, Building and Grounds Superintendent
Ron Bienkowski, Director of Business
Donna Culbert, Director of Health

Kathy Fetchick, Board of Education
Richard Gaines, Board of Education
Bill Hart, Board of Education
Debbie Leidlein, Board of Education
John Vorous, public

PUBLIC PARTICIPATION

Ms. Culbert is concerned about the status of the Middle School roof. She communicated that she wanted to be proactive in understanding the timeline for the project and what is happening in the meantime. She would like to be prepared for questions.

Mr. Vorous is also concerned about the status of the Middle School roof and the reason for the delay. He expressed concern that many building issues are not being taken care of in the Middle School. He also expressed that the Middle School parents and staff should be notified as to what is going on with the roof.

APPROVE MINUTES OF July 29, 2010

A motion to approve the minutes was made by Mr. Gaines, seconded by Mr. Hart. Mr. Gaines suggested changes to the minutes, which were modified and then approved by all.

COMMUNICATIONS/ANNOUNCEMENTS

It was communicated to both Ms. Culbert and Mr. Vorous that both the CIP and Facilities subcommittees feel the MS roof project is still the number one capital project. Efforts were made last spring to fast-track the project, even securing funds to pay for engineering estimates required by the state for reimbursement grant application. It was also communicated that the school administration felt that the project could start as early as April 1, 2011 not June 1. This date is contingent upon the ability of Public Building and Site (PB&S) being able to work a schedule to start on that date. Bob Edwards communicated in an email to Ms. Fetchick that PB&S would take that information into consideration. Additionally, Bob stated PB&S are currently arranging appointments with architects for the MS roof project. As far as what actions would be taken to prevent leaks until work can be started, Mr. Faiella has contracted to have the roof inspected prior to winter, the time in which leaks occur most frequently. Leaks generally occur around the vents on the roof and there is ice and snow.

UNFINISHED BUSINESS

Review Action Items:

1. *Timeline for Middle School Roof:* Pending, Bob Edwards was not available to present a timeline.
2. *Facility Priority List:* in process

3. *Prioritize Projects Beyond 5-year window:*

The committees as a whole did not come to a final resolution for the projects beyond 5 years. It is the intention to continue this discussion. Projects beyond the 5-year window are as follows:

1. Middle Gate HVAC (replace 2 boilers, exhaust fans as required, temperature regulators, air-conditioning in limited areas)
2. Sandy Hook HVAC (replace air handlers, upgrade heating system, upgrade air-conditioning)
3. Middle Gate/Sandy Hook Window Replacement

4. *Draft CIP for Committee Review:* A draft was available and changes were made throughout the meeting. For the draft approved by the committee, see attachment A.

5. *Lightening Protection:* Mr. Bienkowski reviewed with the insurance company as to whether lightening protection on the school facilities would be financially advantageous. The answer was “no”. Based on this information, it was determined that the projects for both the Reed and the MS Lightening protection should be removed.

Review CIP List:

In deciding how to place or rearrange projects, the current budget allocations were taken into consideration. The committees felt it was important to try to stay within already established budget amounts.

The Middle School HVAC/renovation project was broken into three phases and placed in the corresponding years:

1. Design (\$630,000, 2013/14) – estimated by Brian Wetzel, CES
 2. Boiler replacement and repiping (\$2,070,000, 2014/15) – estimated by McKenney Mechanical
 3. Ventilation, renovation of media center, science classrooms and cafeteria (\$4,805,000, 2015/16)
- Pricing estimates for the Middle School project were obtained

Because of the condition of the ductwork in the ceiling of the High School auditorium and the condition of the seats, the committees felt that the current condition of the HS auditorium warranted moving this project ahead of both the MG & SHS HVAC projects and the Hawley Air Conditioning. To this end, the design of this project (\$100,000) would be added to years 2012/13 and the project work (\$1,339,338) would immediately follow in years 2013/14. These estimates are for replacement of the ductwork, ADA compliance, lighting, seating, and upgraded fire sprinkler system. The estimate does not include a new sound system that was also recommended. An action was assigned to Mr. Bienkowski to investigate a sound system cost.

The result of the above actions caused projects to move beyond the five-year scope – see item 3 under “*Review Action Items*”

It was also discussed that it is important to have a person responsible for each capital. This person would need to help move the projects through the town process. For example, we would need to start discussing the direction of the Hawley HVAC project this year in preparation for designing it in 2011/12. The current MS roof project needs representation to ensure the project does not extend beyond another winter. There was some debate as to whether this person should be a member of the board or a member of the school administration.

Both the CIP and the Facilities subcommittees unanimously agreed to present the resultant CIP to the full board for approval.

NEW BUSINESS

None.

Next Steps for CIP: Present CIP to full board.

DRAFT

Action Items:

Responsible Party	Action	Due Date	Complete Date
Ron	HS Auditorium Sound System	TBD	
Ron/Bob	Tentative timeline for MS roof	7/29/2010	
Gino	Facilities Priority List	7/29/2010	
Gino/Ron	Break out costs for MS Design, Boiler, Ventilation, Air Conditioning	8/5/2010	8/5/2010
Gino/Ron/Facilities Cmte	Prioritize Projects which were pushed off 5 year CIP (HS Auditorium, MG HVAC, SHS Windows, MG Windows, Reed Lightening Protection, MS Lightening Protection)	8/5/2010	8/5/2010
Ron	Rework Draft CIP as a result of meeting on 7/29/2010	8/5/2010	8/5/2010
Ron	Cost Savings in Insurance if Lightening Protection is added.	Future CIP Revision	8/5/2010
Janet	Status of ED049	7/29/2010	7/29/2010
Bill	Email 2003 IAQ Report	7/29/2010	7/8/2010
Gino	Determine rough estimate for MS Roof Design/Engineering Cost	1/6/2010	1/6/2010
Gino	Retest Middle School indoor air quality	1/25/2010	Complete
Diane	Update BOE CIP completion time frame	1/6/2010	1/6/2010
CIP Group	Show Engineering \$\$ for all projects	Future CIP Revisions	
CIP Group	Break future projects into smaller pieces for more flexibility	Future CIP Revisions	

The meeting ended at 5pm.