

**Minutes
Facilities Committee
December 6, 2019**

Present:

Ruby Hedge, Committee Member
Tony Pesco, Committee Chair
Phil Cross, Director of Finance and Operations
Mike DelMastro, Director of Facilities

Absent:

Dr. William McKersie, Superintendent of Schools

Guests:

David Coprio, Weston Building Committee

The meeting was called to order by Mr. Pesco at 9:05 a.m.

The Committee discussed the following items regarding a capital FY21 Update:

- Mr. DelMastro reported that he attended the recent building committee meeting where they discussed the upcoming projects.
- Regarding the chiller replacement at the elementary school, they have chosen an engineer to handle the project, and they are currently refining the cost and scope of work. The Town Administrator, Jonathan Luiz, is handling negotiations with the engineer. The project will not be completed before the summer, so Mr. DelMastro will work on getting temporary chillers in place in case they are needed when the weather warms up.
- Regarding the hot water heater at the high school, Mr. DelMastro reported that supply houses will be brought in to review the scope of work and provide a quote for supplies, and the job will be bid out to local contractors for completion over the summer.
- Regarding the steam traps and heat controls in the elementary school, Mr. DelMastro reported that supply houses will be brought in for this project as well to provide a quote for supplies, and then the project itself will be completed by in-house staff.
- Regarding the C wing HVAC rooftop units and D wing unit ventilators at the high school, Mr. DelMastro reported that he is having a walk-thru of the area the following

day with the building committee to give them a better idea of what's involved with the project.

- Regarding the high school roof concrete/brick repairs, Mr. Coprio reported that there are a lot of corner areas that are deteriorating. The building committee has hired an architectural firm to investigate the roof. At this point it's too early to tell what the cost will be. Ms. Hedge suggested adding these roof repairs to the capital budget, and Mr. DelMastro suggested that the money earmarked for the pool locker room repairs may be able to be used for this project if it is decided not to undertake any major repair projects at the middle school at this point.

The Committee discussed the following regarding risk management – inventory control:

- Mr. DelMastro reported that he has most of the inventory list completed, and it should be finished by the next meeting.

The Committee discussed the following regarding the maintenance checklist:

- Mr. DelMastro reported that district-wide, there are 65 unit ventilators, 22 boilers, 45 air handlers, 27 rooftop units and four chillers. All of these are maintained by the maintenance department.

The Committee discussed the following regarding the November minutes:

- The Committee approved the November minutes.

The Committee discussed the following regarding other business:

- Mr. DelMastro reported that the cleaning company has been performing better than a couple of months prior, and while they sometimes miss some areas, they are minor issues and in general they have improved. Mr. Cross added that the buildings are at a 90% clean level, which is better than they were under the previous company. Mr. DelMastro is meeting with the cleaning company next week.

There being no further business to discuss, the Committee adjourned at 9:44 a.m.

Respectfully submitted,

Andrew Galli

Administrative Assistant to the Director of Finance and Operations