

**FACILITIES SUBCOMMITTEE MEETING
MINUTES**

November 29, 2016

5:30 p.m.

Ellie's Conference Room

6254 Main Street

Trumbull, CT

In attendance:

Dr. Gary Cialfi, Superintendent

Mark Deming, Facilities Director

Lucinda Timpanelli, Board Member

Paul S. Lavoie, Board Member

Jeffrey M. Donofrio, Board Member

Michael Ward, Board Member

The meeting was called to order at 5:35 p.m. by Mr. Donofrio. By unanimous consent, minutes of the August 9, 2016 meeting were approved.

Mr. Donofrio noted that on November 11, 2016, a proposal for a preliminary study from Luchs Consulting Engineers regarding the traffic patterns at TECEC was received. To address our goals, Luchs offered to submit 2 or 3 alternatives together with plan drawings. Mr. Donofrio agrees that an engineer is necessary to determine what alternatives are available; however, the proposed fee is too high and he will put in a call to Luchs to discuss pricing. Mr. Ward motioned to move ahead with the Luchs proposal and price negotiation; Mrs. Timpanelli seconded the motion. Mr. Donofrio will contact Luchs to get a better price, turn it over to Mr. Deming and have Luchs move forward with the analysis.

The THS Weight/Fitness room will be on the agenda for the next Facilities Subcommittee meeting, scheduled for January 24, 2017.

There are facilities needs at THS for physical education and athletics that the Committee would like to discuss in more detail.

With the exception of the Hillcrest and Agriscience roofs (waiting on material delivery), all Capital Improvement Projects have been completed.

Performance Contracts at Booth Hill, Jane Ryan and Madison Middle are complete. We are in the process of going through commissioning of each of our HV systems units and correcting mainly existing problems. A chemical treatment company has been hired to flush out the systems.

Solar panels are in the process of being installed at Trumbull High and Frenchtown. Hillcrest, Madison and Middlebrook will be next.

There have been several issues with one of the air handlers at THS. As a result of the school renovation, limited space necessitated a custom designed unit. Parts to repair the unit are on order and will be installed upon arrival. Mr. Donofrio communicated with Senior management of DTC during the meeting, requesting that he contact Mark Deming regarding this matter. Mark scheduled a conference call on Wednesday November 30 with McQuay, Swan and George Ellis, mechanical contractor, who recently fixed the unit. When DTC examines the unit, the Board should have an independent mechanical engineer present to hear DTC's reasoning on its failure and proposal for a permanent fix. It was noted that DTC has sent us the design plans for the unit so when a mechanical engineer is hired, they will be available for review and a review of control strategies will be one of the tasks taken to resolve this issue.

It was moved (Donofrio) seconded (Timpanelli) to adjourn meeting at 6:20 p.m. – motion passes.

