

## **FACILITIES SUBCOMMITTEE MEETING**

### **MINUTES**

November 12, 2020

1:00 p.m.

Virtual Meeting

#### In attendance:

Scot Kerr, Chairman – via zoom

Lucinda Timpanelli, Board Member

Mike Ward, Board Member

#### Also in attendance:

Vicki Tesoro, First Selectman – via zoom

Cindy Katske, Chief Administrative Officer – via zoom

Kathleen McGannon, Chief Administrative Officer – via zoom

John Morello, Maintenance Supervisor

The meeting was called to order at 1:02 p.m. It was moved (Ward) seconded (Timpanelli) to approve the Minutes from October 8, 2020 meeting. Vote: unanimous in favor.

The committee reviewed the attached Policy for the Facilities Committee adopted 10/27/2020 (previously emailed to the Committee). Discussion ensued. (attachment)

Mr. Morello provided an update on the attached active projects emailed to the Committee by Mr. Kerr. Discussion ensued. (attachment)

Mr. Morello discussed moving forward with the Madison Middle School vestibule project. The Builders Hardware Phase 2 has been put on hold until Phase 1 has been completed. Boiler Treatment is in progress. Discussion ensued.

Mr. Morello indicated that the construction of the spotlight platforms at the THS Auditorium needs to get an engineering assessment. The quote for the aisle lighting repairs was ~50k. It was discussed that the spotlight platforms are the priority.

Vicki Tesoro, First Selectman, joined the meeting stating that the BOE must create a 5 Year Capital Plan and present it to the Town Council after Board of Education approval. That 5 Year Capital Plan will need to be presented to the Town Council at their meeting in January 2021. Discussion ensued.

Mr. Morello discussed the RAHU 2 issue at THS stating that it is in need of repair and is a safety issue. He stated he would like to hire Ron Batherick, RZ Design Associates, who has a history with repair for this project, and we would use Corona Relief Funding Grant for this expense. The State of Connecticut is requiring a time line of when the project is to be completed for reimbursement; therefore, a Bid Waiver is necessary. Mrs. Tesoro stated this was the first time that she heard of this and to send her the Bid Waiver with specific details. Discussion ensued.

The next scheduled meeting is Thursday, January 21, 2021 at 1:00 p.m.

By unanimous consent, this meeting adjourned at 1:50 p.m.

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

SECTION: 9000  
CATEGORY: Bylaws of the Board  
POLICY CODE: 9134/Facilities Committee

**FACILITIES COMMITTEE**

**Policy Statement**

The Trumbull Board of Education has the responsibility to properly operate, maintain, and repair all land, buildings, facilities, and equipment owned or occupied by the District. The Facilities Committee will consist of a minimum of two (2), and not to exceed three (3), members of the Board of Education, with minority party representation. The Board Chairperson shall appoint these members and name one as the Facilities Committee Chairperson. The Supervisor of Facilities & Maintenance shall serve as an ex officio member of the Committee.

The Facilities Committee shall meet regularly to:

- (a) review issues and needs relating to the District's physical plant, operations, and personnel related thereto, including those funded through the Board's operating budget and those funded through the capital improvement budget;
- (b) conduct periodic inspection of school facilities;
- (c) develop and recommend a maintenance and replacement schedule for buildings and grounds, including potential additions, deletions, or changes to facilities needed to support school programs, based on input from the Superintendent of Schools and the Supervisor of Facilities & Maintenance;
- (d) plan for new construction, facilities alterations and repairs, and major improvements of buildings and grounds;
- (e) evaluate proposed capital projects related to school facilities, including construction projects funded in part or in whole by the State of Connecticut;
- (f) review and submit to the Board's Finance Committee and the full Board annual budget priorities related to facilities, as well as a five-year capital improvement budget;
- (g) advise the Board on building-related issues, ongoing maintenance, planning for long-term improvements, and related potential or actual Board policies;
- (h) coordinate with building committees established by the Town of Trumbull for construction projects funded by the State of Connecticut, as required; and
- (i) conduct studies and provide input to the Board and to District administration on matters pertaining to security, space, and community use of facilities.

A report of each meeting will be given to the full Board for review and approval of items forwarded by the Committee to the Board.

Adopted: 10/27/2020

References

- Connecticut General Statutes § 10-220
- Trumbull Board of Education Policy Code 1330: Use of Public School Buildings and Sites
- Trumbull Board of Education Policy Code 9312: Bylaws of the Trumbull Board of Education

**TPS Facilities Project List**

<b>Name of Project</b>	<b>Facility</b>	<b>Importance / Urgency</b>	<b>Status of Project</b>	<b>Estimated Cost</b>
Total Communications (Intercom upgrades/improvements)	THS and others	High / High	In-progress	
THS/AG LED Lighting	THS & AG	Med / Med	In-Progress	
Builders Hardware/Phase 2	All schools	High / High	Pending Funding (Security Grant)	\$111,815
Asbestos Abatement	BH, JR, MAD, HC	High / Med	Complete	\$190,000
Madison Vestibule	MAD	High / High	Pending Funding (Security Grant)	\$68,000
Auditorium Lighting / AV		High / High	Pending / Research	
Boiler Water Treatment	9 boilers	High / High	In progress	~12,000
Bathroom stalls	All ES	High / Med	Future	
Agriscience Greenhouse Roof	AG	Low / Med	Pending - 2021 Cap	\$53,700
FT Cooling Tower Repair	FT	High / High	Pending - 2021 Cap	\$75,000+/ea
RAHU 2 - THS	THS	High / Med	Pending Funding	\$50,000
Replac e RTU's	JR & BH	High / High	Pending Funding	~12k each