

Draft Minutes

**Town Facilities Commission
Meeting Minutes
Monday June 28, 2010
John J. Sullivan Independence Hall
725 Old Post Road
Fairfield, Connecticut**

Members Present: Mr. Kelly, Mr. Gallagher, Mr. Speciale, Mr. DiMartino

Members Absent: Mr. Galle, Mr. Briks, , Mr. Convertito, Mr. Jones, Mr. Sapone, Mr. Pesci

Others Present: Mr. Cullen, Mr. Freyer, Ms. Ewing, Mrs. Leslie

I. Call to Order

Mr. Kelly called the meeting to order at 6:47 p.m. There was no quorum.

II. Update on SPSBC

Mr. Speciale reported that the drainage work on Sherman School was approved. He said that they are saving 40%-50% on the original estimate. They were also given authority to spend up to \$15,000. Any expense which exceeds \$15,000 must be bid.

III. Update on Penfield Building Committee

The PBC meeting originally scheduled for this evening was cancelled. Mr. Gallagher said that the committee is waiting for bids. Malkin's estimates are higher than the architects estimate. Mr. Gallagher said that the project will cost about 3.4 to 3.6 million and that they will need \$175,000 to bring a 3-phase electrical system into the building. The project is currently out for bid. Mr. DiMartino asked about the 3-phase electrical service. Mr. Kelly said that it will be a 3-phase, 240/120 standard voltage for a commercial building. UI will be responsible for the transformers.

IV. Tools for Schools

Mrs. Leslie said the PTA switched over in June. She said she needed to get next year's delegates updated. Mr. Gallagher said that the commission wanted feedback as to what works and what doesn't work in the school buildings so that they can share the information with future building committees. Mrs. Leslie said that she wasn't sure that the Tools for Schools was involved with all those things. She said that the Tools for Schools was mainly involved with air quality conditions and water intrusion issues.

V. Update on FWMS

Mr. Kelly said that he received an email from Mr. Sapone, Chair of the FWMS committee. The email stated that the committee was going through a review of the detailed design. They received the drawing last Thursday. They will be getting back estimates based on the design from Malkin probably by their July 15th meeting. They will be trying to get some work done over the summer to get a jump because the schedule is tight but the actual work to be completed has not been decided yet. Next Thursday, the committee will study the site plan and get ready to go before the P&Z in July or August. They are waiting for the site design to be finalized. A few questions on parking, traffic and egress still need to be resolved. Some issues were raised by BSF concerning the application for funding. They need a revised RTM resolution to be passed, a document signed off by the BOE on the feeder pattern so they can have an accurate picture of the projected capacity and a more detailed description of the work to be completed which was provided to the BSF last week. Mr. Sapone said that these issues are being completed outside of the committee. A PCT meeting with BSF has been confirmed for November 1, 2010.

VI. Building Committee Manual

Mr. Gallagher volunteered to review the section on Funding. Mr. Speciale volunteered to review the section on Construction. Mr. DiMartino volunteered to review the section on Building Committees and Sub Committee Organization.

VII. Public Comment

Ms. Ewing stated that she reported to Mr. Flatto and Ms. Kennelly that the TFC has made no motions on the guidelines. She stated that she told them that very little has been said about the guidelines in over 2 ½ years. She said that in September 2009, she gave the committee a list of what should be included and that there has been no discussion about that. She said she will update Mr. Flatto and Ms. Kennelly tomorrow about what happened at this meeting.

Mrs. Leslie said that she hoped that the Tomlinson guidelines were being incorporated, specifically the protocols for PTA involvement.

Mr. Kelly responded that Mr. Convertito has spent over 200 hours converting the document into something that could be worked on. He said another committee member has spent at least 60 hours on this project and that Mr. Gallagher has reviewed the document again. Mr. Kelly said that the Temporary Study Committee Report was incorporated into the manual. The old manual, he said, was very outdated.

Mr. Kelly said that the PTA guidelines were the basis of the Temporary Study Committee report.

Mr. Kelly stated that Tom Hennick, Public Information Officer of the CT F.O.I. Office, said that the dangerous part about handing out drafts is that you don't know what sections everyone is reading.

Mr. Kelly stated that he will get Ms. Ewings comments and public comments on the manual.

Mr. DiMartino said that the TFC is at the point that they can get public comment.

Mr. Kelly said that he had a meeting with Mr. Flatto and mentioned all of these things. Mr. Kelly said that Mr. Flatto said that he didn't know that.

Mr. Kelly pointed out that all the work has been done on a voluntary basis and that Mr. Convertito did a large part of the conversion work on his own.

Mr. Kelly said that the TFC will have special meetings over the summer to work on the FLHS window project. He said Mr. Flatto wants to know how the Sherman upgrades will be handled (delegated). The Sherman upgrades are core upgrades. Mr. Gallagher said the TFC should make recommendations on whether or not the projects should go forward. Mr. Kelly said he will schedule a walk through at Sherman. Mr. Gallagher said that Mr. Flatto wants reports on both projects by September. Mr. Kelly said that this will help Mr. Flatto with the charge.

VIII. Update on SBC

Mr. Kelly said that there is meeting scheduled for tomorrow night. There will be a report from Mr. Cullen about the lightning strike at the school. Lightning hit the chimney. Mr. Kelly said that he emailed a recommendation to the Building Committee that they get a proposal and quote from the electrical contractor for lightning protection. This will be discussed tomorrow.

Mr. Kelly said that he will set up a meeting with the project team to discuss a stainless steel flue. He reiterated the need for a lightning protection system.

Mr. Speciale asked if they were going to reuse the existing brick. Mr. Cullen said no because the brick scattered all over the site when it was hit by the lightning.

IX. FLHS Windows

Mr. Gallagher asked if the windows were leaking water or air.

Mr. Cullen said it was a combination of both. He said that the staff is stuffing towels around the windows to reduce drafts in the winter months.

Mr. Gallagher asked when the windows were caulked last.

Mr. Cullen that it had not been done in a while.

Mr. Gallagher asked if the windows could be made air tight with caulk.

Mr. Cullen said that his intent was to replace all single pane windows to provide increased energy efficiency. He said he wanted to do a complete job.

Mr. DiMartino said that at Warde they had mostly air leaks and that all the windows were caulked. He asked why FLHS qualified for a replacement and not Warde.

Mr. Cullen said there were more complaints at FLHS from staff and the principal. He said at FLHS, many windows don't open or close properly and that is why they have put off windows at the elementary schools. He also said that they were basing the window replacement at FLHS on a report by Perkins/Eastman done in 2004 plus the complaints.

Mr. Gallagher referred to the report he was given this evening and asked if there were 950 windows that needed to be replaced.

Mr. Cullen was not sure about the number of windows.

Mr. Gallagher asked if there was a breakdown on the types of windows at FLHS, including total number of windows, and numbers of types, including fixed pane, hopper, sliding, and double hung. He also asked for a breakdown of single paned and double paned windows.

Mr. Cullen said there was and that he would get it.

Mr. Gallagher asked Mr. Cullen to provide that breakdown to Mr. Kelly.

Mr. Gallagher asked if the Bd. Of Ed has adopted a standard for windows based upon experience and efficiency and ease of use.

Mr. Cullen said that Hoffman looked at all the schools. They recommended Hopper Awning windows. He said this type of window worked best with window treatments.

Mr. Kelly asked about air conditioning at FLHS.

Mr. Cullen said that only certain parts of the building had a/c.

Mr. Gallagher asked if the windows were leaking at the frames or the perimeters.

Mr. Cullen said it was a combination of both.

Mr. Gallagher asked if the perimeters could be caulked.

Mr. Cullen said that he wants to replace all the single pane windows and that the Town typically will not support caulking.

Mr. Gallagher said that we are accountable to the taxpayers and wanted a definitive rationale as to why caulking can't work. Mr. Gallagher added that he was in favor of replacing the older, non-functional hopper windows in the school, but was not convinced that the remaining windows require replacement at this time.

Mr. Gallagher asked if the last window replacement was at Dwight.

Mr. Cullen said yes. It was the summer of '09.

Mr. Gallagher asked if there was energy savings data as a result of the window replacement project.

Mr. Cullen said that there was energy savings and he will forward data to Mr. Kelly.

Mr. Gallagher said there was no ventilation in one computer room at FLHS.

Mr. Fryer said that they opened some blocked vents in the room and that they are going to install a split a/c system in that room.

X. Approval of Minutes

No quorum.

XI. New Business

No new business.

XII. Adjourn

Mr. Kelly adjourned the meeting at 7:50 p.m.

John Convertito, Secretary

Ellen Marks, Recording Secretary