

**WESTON BOARD OF EDUCATION
FACILITIES COMMITTEE MEETING**

September 3, 2014

4:00 p.m.

Town Annex Conference Room

SUMMER PROJECTS UPDATE:

a) Weston High School Window/Door/HVAC:

The project has run smoothly over the past month and closed out one day earlier than expected on August 19, 2014 with only minor punch list items to finish. We still have not received the two sections of windows and the glass door to the courtyard. The anticipated arrival date for these items is now September 8, 2014. The transparency as well as the size of some of the classroom shades that arrived on site was incorrect. We allowed the shades to be installed as is so that classes would not be affected with the understanding that the correct shades would be ordered and installed after school hours during the next several weeks. During the evening of August 19, 2014 Shamrock with the assistance of our staff were able to clean all the newly constructed classrooms and the adjoining hallways. During the following days all classroom furnishings were cleaned and moved into place. Temporary covering was installed over the heater vents until the arrival and installation of the permanent grills. The grills arrived on August 28, 2014 with an anticipated installation date of September 2 through September 5, 2014 during the evening hours.

b) Weston High School Turf Replacement:

During the past month the installation of new turf continued on the high school field but was delayed several times due to inclement weather. The installation was completed on Saturday, August 23, 2014. One item in question was the red field hockey markings. Our approved specifications called for painted red markings for field hockey, which the contractor was installing. However, the specifications should have called for sewn in red markings. This item has now been resolved, with the contractor agreeing to install the sewn in markings at no charge during a time and date agreeable to the school district.

c) Weston High School Stadium Lights:

On August 13, 2014 Gagnon Electrical Contractors were still awaiting the arrival of an electrical breaker box to control the main lighting system. On August 15, 2014 the electrical breaker box arrived and was immediately installed followed by the pulling of the remaining underground wiring. All wiring was complete by the end of the day on August 19, 2014 with the exception of the transformer from CL&P. On August 28, 2014 CL&P arrived on site with the transformer at 9:00am. The transformer installation was completed by 2:00pm. The commissioning of the lighting started on August 29, 2014 at

9:00am and by 10:30 am it was determined that a main circuit breaker controlling one bank of lights was defective. The replacement circuit breaker was scheduled for delivery on September 2, 2014 with the final commissioning to follow immediately after installation however we were advised late in the day on September 2, 2014 that the circuit breaker never shipped from the Musco factory. The new circuit breaker arrived and was installed today September 3, 2014. The final commissioning concluded successfully at 12:35pm today, September 3, 2014.

d) Weston High School Stadium Sound System:

On August 27, 2014 Auto Home and Commercial Electronic Systems pulled wiring from the visitors side stands at the stadium to the underground junction box located adjacent to the press box during which time the contractor ran out of wire. On August 28, 2014 the contractor returned and finished pulling the necessary wiring to complete the installation of the sound system. On August 29, 2014 at 9:00am the sound system was commissioned without issue. The training of our staff as well as parks and recreation staff will be on September 3, 2014 at 3:00pm.

e) Weston Middle School Door Replacement:

Empire Energy Specialists, Inc. has advised Erik Wilson of KG&D Architects that the Phase 2 door replacements for the middle school is scheduled for delivery and installation in mid-October. This work will be done after hours reflecting the Phase I work and will not interfere with any academic programing.

f) North House Roof Replacement and Related Work:

On August 15, 2014 Silktown Roofing started the repair of the North House roof only to find that three areas (roof hatch, sky light and vent piping) were in need of unforeseen repairs. These additional repairs delayed the completion of the roof membrane by an additional two days bringing the job to 95% completion on August 19, 2014. The roof is now weather tight with only the sheet metal work remaining. The contractor was back on site on August 30, 2014 continuing the sheet metal installation with an anticipated completion date of Saturday, September 6, 2014.

g) Senior Center Work:

With the construction of the wall separating the Senior Center from the elementary school being completed on August 7, 2014 the final painting on the elementary school side was completed on September 2, 2014.

h) Hurlbutt Elementary School Playground /Swings:

On September 2, 2014 M.E. O'Brien and Sons Inc., the supplier/installer of the equipment was on site to survey the area with the principle and our lead groundskeeper. The installation will be scheduled to start after an agreed upon location is determined.

i) Weston Middle School Pool Dehumidification:

Due to a redesign of the supply and return ductwork locations on the building, the engineers have been working on a new ductwork and wall installation specifications, which are required for bidding purposes. The specifications have arrived for the redesign of the ductwork and are now in the process of being reviewed. Our next step will be to request bids for the fabrication and installation based on the new design. We expect this to move forward within the next few weeks. Further updates will be provided to the Committee.

j) Weston High School Courtyard:

The beautification of the courtyard adjacent to the main office area was completed on August 25, 2014 and it hosted a ribbon cutting ceremony for the completion of the newly renovated classrooms on August 26, 2014 at 6:00pm. Future work for the continued beautification of the courtyard will be discussed during the next several months.

k) Hurlbutt Elementary School Basketball Installation:

It was determined that the installation of two permanent basketball standards was too expensive at a cost of \$3,950.00, therefore in consulting with the principle it was determined that the purchase of two movable units, at a cost of \$499.00 each, would better suit the area.

l) Hurlbutt Elementary School Staff Parking:

The town completed the repaving of the East House parking area, which will allow the District to relocate 21 parking spaces for school staff. The lining of the area was completed on August 18, 2014 allowing for additional 23 staff parking spaces.

m) WHS Senior Parking Lot Speed Hump Installation:

Ten sets of traffic calming devices (speed humps) were installed in the WHS Senior parking lot, one set was installed at each entrance and four sets were installed on each side of the parking areas in the travel lane. The installation of speed humps strategically placed in each travel lane of the parking areas will greatly reduce the possibility of an accident occurring in a cross walk as well as adjacent to assigned parking spaces. We were unaware that the installation of the devices needed Town P&Z approval, therefore with the help of the Land Use Director and the Town Engineer we have prepared the necessary paperwork needed for this approval. This item is on the agenda for this Thursday night's Board of Selectmen meeting.

n) Streamlining of School Dude System:

After reviewing the work order system and meeting with the administration it was determined that the existing format of the work order system was not functioning efficiently for the faculty and staff as well as the facilities department. With the assistance of Fred Nees, Lead Mechanic and Andrew Galli, Administrative Assistant for Facilities, we streamlined the process by reducing the options users have during the initial request of a work order. This process was further improved by setting up an automatic delivery of the work request to the proper lead person for approval which then electronically sends the work request to the proper facilities person. We have already received feedback from the faculty, who feel that their requests are being completed in a timelier manner.

o) Organization of Committee to Monitor Lights and Sound on Stadium Field

p) WHS Telephone System/Generator Power Installation:

The emergency power installation for the new phone system has been completed by an outside contractor at a cost of \$ 8,500. This installation will allow the new phone system to operate without interruption during a power failure.