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CAPITAL AVISORY COMMITTEE
Meeting Minutes
November 29, 2016

ATTENDANCE: The meeting convened at 7:38am by First Selectman Daniel with the following in attendance: BOE members Spaulding ,Major, and Uzenoff; BOE Superintendent McKersie ; BOE Business Manager Rudl; BOE Facilities Manager Olenik; Board of Finance members Ezzes and Sargent; Building Committee Chairman Swerdlowe; Selectman Spaulding; Town Administrator Landry; and Town Finance Director Darling.

SCHOOL CAPITAL LIST: Dr. McKersie presented the school list of capital requests totaling $740,326 (attached). Before the individual items were discussed, there was a discussion of the current enrollment (2,400) the building capacity of the system (3,100), and why the second grade enrollment of 140 (compared to estimate of 90) is sufficiently large to exceed building capacity and interrupt plans to move that grade to the Intermediate School. This discussion was left unfinished, to be continued at a later date.

In response to questions from the Committee, school personnel responded that (item 1) air conditioning of individual classrooms is a priority for the District; (item 2) Archer Engineering has been non responsive to designing a fix for the WIS gym wall, and KG&D offered a price beyond the budgeted amount, so the District is seeking another $15,000 to engage this design work. The group determined that the District should use current year budget funds to pursue this work, and it agreed to do so. The plan to replace oil tanks (items 4 and 11) met with much skepticism. The expectation that the cost will never result in a financial payback, and the addition of annual testing costs of $6,000, outweighed the value of a redundant heat source in the opinion of several members. The BOE was asked to have Building Committee member Jack Davidoff review the plans for HVAC controls (item 7), which are represented to have a 3.5 year payback period.

Item 9 (cove base) was eliminated from the current year operating budget. Item 10 (relocate network operations center) should be looked at as part of the new Police project. Replacement of the football field track also includes replacement of the track.

TOWN LIST: Mr. Landry presented the Town's list of capital items for FY2017-18 totaling $902,000 (attached). Items were briefly described. Due to the recurrent nature of the requested items, there were few questions.

OTHER ITEMS: The Committee determined the date of its next meeting will be December 13 at 7:30 am.

ADJOURN: The meeting concluded at 9:03 am.

TO: Capital Advisory Committee
FROM: Tom Landry
SUBJECT: Capital Budget Items
DATE: November 25, 2016

The Capital Budget Advisory Committee will hold its first meeting at 7:30 am on November 29. Below are items identified from previous year requests and from preliminary communication with department heads.

375,000	Vehicle Sinking Fund (current year amount)
40,000	Town Bridge Repair (current year amount)
50,000	Town Building repair (current year amount)
20,000	P&R/BOE Turf Replacement Account (current year amount)
135,000	Fire radios (2nd of 3)
50,000	Library Roof (3rd of 4)
20,000	Library renovations (doors, bathroom, fire door, stair carpet, other)
100,000	Revaluation (1 of 2)
10,000	P&R Infield replacement BSP 3
21,000	P&R/BOE Pool Filtration
35,000	P&Z 10 year plan (1 of 2- 60K total)
46,000	Fire Truck (agreement obligation)
$902,000	

NOTES:

Town funding level in the current year is $687,000.

The Vehicle Sinking Fund appropriation will be reduced significantly from the current year, perhaps $100,000.Identified vehicles include DPW plow truck and P&R dump truck.

This listing presumes no capital funds will be spent for the Fire Station roof replacement, the Dispatch Center Communications equipment upgrade, or the Police Station renovation/expansion, as those items will be paid from the General Fund Balance.

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WESTON PUBLIC SCHOOLS CAPITAL BUDGET

Weston Public Schools, Weston, CT

Rank	Description of Project	Tier 1 FY 2018	Tier 2 FY 2019	Tier 3 FY 2020
1	Air Conditioning for South House and East House Classrooms and Electrical Upgrade	$ 280,000	$ -	$ -
2	Repair Knee Walls at Weston Intermediate School with engineering study	$ 15,000	$ 300,000	$ -
3	Upgrade Bathrooms in Academic Areas (27 Total) at Weston Middle School	$ 100,000	$ 100,000	$ 100,000
4	Removal & Replacement of Oil Tank at Hurlbutt Elementary*	$ 60,000	$ -	$ -
5	Chevy Suburban (S2) Special Education Vehicle	$ 52,250	$ -	$ -
6	Refinish New Gym Floor at Weston High School	$ 35,000	$ -	$ -
7	HVAC Controls for G Wing Ventilators at Weston Middle School	$ 20,564	$ -	$ -
8	Energy Management Upgrade at Weston Middle School	$ 15,000	$ -	$ -
9	Replace Cove Base in all Hallways at Weston Middle School	$ 12,512	$ -	$ -
10	Replacement and Relocation of Network Operations Center (NOC)	$ 25,000	$ -	$ -
11	Removal & Replacement of Oil Tank at WMS and WHS*	$ 125,000	$ -	$ -
12	Replacement of Turf Field	$ -	$ 315,000	$ -
13	Replace Lockers in Boys and Girls Locker Room WHS	$ -	$ 22,000	$ -
14	Ventilation in Team Rooms at Weston High School	$ -	$ 30,000	$ -
15	Art and Science Room sink replacement at Weston Middle School	$ -	$ -	$ 20,000
16	Master Plan Sinking Fund	$ -	$ -	$ 630,000
		$ 740,326	**$ 767,000**	**$ 750,000**

*$25k taken from Sinking Fund

Description of Projects

1 Air Conditioning for South House and East House Classrooms and Electrical Upgrade

South House

The South House contains 8 classrooms that require air conditioning. The indoor units will be ductless high wall cassettes located within the space mounted on an interior wall. New wireless remote controllers (thermostats) will be supplied for each unit.

East House

East House contains 13 classrooms that require air conditioning. Due to differences in room construction, room size, ceiling height and other factors, we propose installing ductless split air conditioning systems with capacities to match the loads of each room type. The indoor units will be ductless high wall cassettes located within the space on an interior wall. The specific wall upon which the cassette will be mounted will vary based upon room type as not all rooms in the East House have a similar interior layout. The indoor cassettes will be mounted in such a way as to limit the amount of refrigerant piping and electrical work that will be needed. New wireless remote controllers (thermostats) will be supplied for each unit.

2 Repair Knee Walls at Weston Intermediate School with engineering study

Provide structural engineering services for the reconstruction of the existing roof parapet walls at the south ends of the gym and cafeteria. The intent of the project will be to eliminate the south parapet walls thereby eliminating the snow and ice catch and to reconstruct the remaining damaged south walls to meet current building code requirements. This will include structural engineering calculations and design of the framing for the wall, preparation of structural engineering construction drawings for bidding, preparation and release of bid documents, pre-bid site meetings with contractors and final review of bids with recommendations for award.

3 Upgrade Bathrooms in Academic Areas (27 Total) at Weston Middle School

This project will be phase one of a three year three phase project to update existing bathrooms in the academic areas that are slowly dettriorating due to age. Fixtures and partitions will be replaced as well as new flooring and wall tile. This will not be a major renovation therefor ADA requirements will not enter into the renovation project.

4 **Removal & Replacement of Oil Tank at Hurlbutt Elementary**

If funded this will replace the heating fuel oil storage tank at the South House with a capacity of 6,000 gallons of # 2 heating oil. These tank must be replaced by code no later than 2018.

5 **Chevy Suburban (S2) Special Education Vehicle**

This funding will replace an existing vehicle with more than 140,000 miles and extensive repair costs of over $16,000 in the last three years to keep it roadworthy for student transportation.

6 **Refinish New Gym Floor at Weston High School**

The gym floor will be sanded down to bare wood removing all finish and line markings. New artwork and game lines will be painted to match existing (except Flying W). All floor plates will be replaced with repairs as needed to electrical wiring.

7 **HVAC Controls for G Wing Ventilators at Weston Middle School**

Continue to modify existing unit ventilators to allow our existing energy management system to have full control of units which will allow ventilators to be taken off manual operation (running at all times) and placed in occupied/unoccupied modes to meet classroom occupancy and after hour times.

8 **Energy Management Upgrade at Weston Middle School**

Modify the existing pool HVAC unit to operate under full control of the existing energy management system. This will allow maximum energy savings during unoccupied times.

9 **Replace Cove Base in all Hallways at Weston Middle School**

All existing cove base will be replaced throughout the hallways correcting all health and safety concerns with the existing cove base as well as replacement of cove base that was removed and never replaced over the past several years.

10 **Replacement and Relocation of Network Operations Center (NOC)**

The Network Operations Center (NOC) is the central location for the computer services and telecommunication equipment for the Town and Schools. It is currently located in the basement of Town H all. The current location does not have adequate air conditioning, electricity, lightning strike protection, and uninterruptable power supply (UPS) for a space that contains all the primary servers and data for the Town and Schools. This space should be moved to a more appropriate location. The area that is recommended would be at the base of the radio tower as this has been developed and invested in by the Police Department.

11 **Removal & Replacement of Oil Tank at WMS and WHS**

Remove and replace (1) 10,000 gallon fuel oil storage tank at Weston High school and (1) 15,000 gallon fuel oil storage tank at Weston Middle School. These tank must be replaced by code no later than 2020.

12 **Replacement of Turf Field**

The stadium field turf in in need of replacement. The carpet is extremely worn and almost down to the backing in some areas. The "W" logo in the middle of the field is copyrighted and should have been removed a year ago. The sub surface of running track surrounding the field was not done correctly when it was originally installed so it is cracking in many in some cases creating a tripping hazard.

13 **Replace Lockers in Boys and Girls Locker Room WHS**

All existing lockers in boys and girls locker rooms will be removed and replaced with new style lockers. Flooring and walls will be repaired as needed.

14 **Ventilation in Team Rooms at Weston High School**

Install ventilation in boys and girls locker rooms for proper air exchange. Rooms have very little fresh air and air quality conditions are poor.

15 **Art and Science Room sink replacement at Weston Middle School**

Removal and replacement of sinks in C wing art and science rooms. The sinks will be replaced with stainless steel sinks similar to the ones installed in the STEM classrooms.

16 **Master Plan Sinking Fund**

The district has issued an RFP for a 10 year capital master plan and is currently reviewing and preparing to interview firms who have submitted proposals. We anticipate the 10 year master plan to identify a number of items that will need to be addressed. This amount is to indicate that funds will be requested to address projects identified in the Master Plan study. Once that study is complete the projects would be itemized in future capital budget requests.