

**Capital Improvement Committee
Town of Willington
40 Old Farms Road
Willington, CT 06279
January 13, 2021
6:30 PM
Regular Meeting Minutes**

Virtual Meeting via ZOOM

Members Present: Chairman Stuart Cobb, First Selectwoman Erika Wieceński, Christina Mailhos, Cari Donaldson, Orlando Rodriguez, Stephanie Summers, Geoff Prusak, and BOF Chairman Michael Makuch.

Members Absent: John Patton.

Others Present: Donna Latincsics; Business Manager, Phil Stevens; Superintendent, Peter Andersen; Chairman of the Conservation Commission, Kathy Demers; Vice Chair of the Conservation Commission.

The meeting of the Capital Improvement Committee was called to order at 6:37PM by Chairman Cobb.

First Selectwoman Wieceński moved to move the Conservation Commission submittals before BOE submittals.

Geoff Prusak seconded the motion.

Vote: 7 Yes (Wieceński, Cobb, Mailhos, Summers, Rodriguez, Donaldson, Makuch). 0 No. 0 Abstain.

Motion Passes.

Present to Speak

No one was present.

Conservation Commission Submittals

Peter Andersen stated our first request is for funds to purchase the parcel of open space on Mason Road. The asking price is \$125,000 which maybe negotiable. We have applied for and have been awarded a DEEP State Grant for \$62,500 and we would also be using \$60,000 from our open space fund, assuming the \$125,000 asking price we would be asking for \$38,500 in year 2021-2022. Our second request is for \$15,000 in fiscal years 22-23 through 25-26 to replenish our open space funds.

Chairman Cobb asked for a timeline on the grant and appraisal.

Kathy Demers replied any day now the grant will become available and the appraisal can be done by mid-February.

Board of Education Submittals

Center School

Fire Panel:

Superintendent Stevens stated the fire panel is at the end of its life. If the system fails the school will be without fire protection. The \$41,500 is for a new fire panel which includes new smoke heads. We are requesting this for Hall School as well.

Heating Project Upper Wing:

Superintendent Stevens stated the pro to these new Delta Systems is they are computerized and can be controlled remotely. We have been fixing them individually as they break.

Window Replacement: Upper Wing:

Superintendent Stevens stated the current windows are single pane; the new windows would increase energy efficiency as well as improve security. The labor cost on this project is reimbursable at 65.36%.

Air Conditioning in Gym:

Superintendent Stevens stated this project is out in year 3 but this is the room they use for any assemblies or larger events and it does get very hot.

Air Conditioning in Upper Wing:

Superintendent Stevens stated this project is to install duct units to provide air conditioning in the entire upper wing. This project may need to be engineered.

Pave Upper Parking Lot:

Superintendent Stevens stated this project is in year 5. This may require a variance due to the amount of asphalt. The existing gravel lot washes out with the rain and is difficult to plow.

Seal Lower Lot:

Superintendent Stevens stated this project would prolong the life of the parking lot and we would reline after sealing. This is in year 1.

Playground: Pour Rubber Surface:

Superintendent Stevens stated this project is in year 5; it would make the playground more handicap assessable and improve safety.

Whole School Generator:

Superintendent Stevens stated this is also in year 5. The school currently has a portable unit but it does not power any lighting or outlets. Hall School has the whole school generator and you don't even notice when you lose power.

Exhaust Fans:

Superintendent Stevens stated this project is in year 3. The exhaust fans would replace stale air with clean fresh air.

Clock/PA System:

Superintendent Stevens stated the current system is outdated and many clocks have been replaced with generic clocks so they are not synced to the same time. We need the PA system to communicate in case of an emergency. This is in year 1.

Canopy over the School Entrance:

Superintendent Stevens stated this is a new item. It would cover the sidewalk in front of the building and would help prevent slips and falls.

Steph Summers asked if the canopies are solid in case children are playing around them. Superintendent Stevens replied yes.

Classroom Sinks, Plumbing and Cabinetry:

Superintendent Stevens stated this request is for 6 new classroom sinks as some have been replaced over the years. This request is also new this year.

Hall School

Air Conditioning in the Band Room:

Superintendent Stevens stated this is a safety concern as the windows are on the ground level and need to be left open to cool the room.

Sidewalk Replacement:

Superintendent Stevens stated this is to replace various sidewalks around the building. They are falling apart and in some places non-existent. They are not wheel chair friendly in their current state.

Pave Parking Lot:

Superintendent Stevens stated this parking lot needs to be torn up and re-paved because it is past the point of resealing.

Locker Replacement:

Superintendent Stevens stated this is for the replacement of the lockers in the boy's locker room. It is not a priority but they are in bad shape and will need replaced at some point.

Elevator Modernization:

Superintendent Stevens stated the Friar Study stated our current elevator is not up to current standards and it would be hard to find parts to repair it if needed.

Unit Ventilator Replacement:

Superintendent Stevens stated one unit was already replaced and this request is to replace 8 other classroom units.

Boiler Replacement:

Superintendent Stevens stated this project is in year 2. We have replaced one boiler and the others are at the end of their lives.

Sidewalk/Landing Ramp Replacement:

Superintendent Stevens stated the current ramp is crumbling and needs replacement. This may also be a good time to consider putting in an awning.

Fire Panel:

Superintendent Stevens stated this project is more expensive than the one at Center School because of the additional square footage. This is also a priority in year 1.

Gym Curtain:

Superintendent Stevens stated the current curtain cannot go up and down due to its condition. This would allow for two activities/practices to go on at the same time.

Air Handling Units:

Superintendent Stevens stated these units bring in air from outside, clean it and force it through the duct work for heating, cooling and ventilation.

Orlando Rodriguez stated there is a new bill coming to legislation that would set aside money for ventilation in schools.

Painting in the Library:

Superintendent Stevens stated this is in year 1 and should be done after the roof project.

West Wing Ventilation:

Superintendent Stevens stated it was discovered this past summer that there is no ventilation in the west wing; an engineered system needs to be installed.

Parking Lot Light Pole Replacement:

Superintendent Stevens stated the base of the poles seem to be degrading and needs replacement. This would include an LED light.

Tile Floor Replacement:

Superintendent Stevens stated several tiles are broken and need replaced in the art and science wing.

Gym Floor Refurbishment:

Superintendent Stevens stated the gym floor needs to be stripped down and refinished. This would include painting new lines.

Canopy of Gym Entrance:

Superintendent Stevens stated this is where students arrive for the day as well as dismissal so there needs to be a cover for shelter as well as to prevent snow/ice.

Clock/PA System:

Superintendent Stevens stated this is the same project as was discussed earlier at Center School.

Heat on the Gym Stage:

Superintendent Stevens stated this is in year 1 because this area is used as a classroom and does not have proper heating.

District Priorities

Building Committee Consultants:

Superintendent Stevens stated if the committee needs consultants to do anything exploratory they will need the money. The current reimbursement rate is 55.36%.

Land for New School:

Superintendent Stevens stated the \$750,000 for land would be a part of the \$45,352,301 if you built a new school on a new site.

Superintendent Stevens stated we have had issues with our bus radios with dead spots in town. We would like to consider putting portable radios just like public works into our buses as well as one at each school so we can communicate with our buses. We are going to get a couple to test out and if they work it is something we would like to bring to CIP. I will have to talk to the BOE about this as well.

Superintendent Stevens stated I know Erika shared the alarm monitoring project already, if that doesn't happen out of CIP I need to add it to my budget.

Superintendent Stevens stated we are eligible for some money right now through our E-Rate grant. Wireless access points in our buildings are old and they need to be replaced at some point. We are in the process of getting a quote.

Mike Makuch asked why are we talking about the emergency monitoring in CIP? It doesn't seem like a capital project.

First Selectwoman Wiecenski stated the different units we have across town are proprietary and some are obsolete, so for a company to come in and do our monitoring they are recommending replacing the panel in order for them to have access to them. I presented last week for just over \$14,000 across the board for the panels. Then each individual site would put the monitoring into their operating budget.

Chairman Cobb stated about 2 years ago Public Works was looking for a better radio solution because they couldn't communicate across town. At that time the State of Connecticut opened up their radio system to use by a municipality which means the state maintains all the infrastructure and to get into that system we needed to purchase either a hand held radio or a mobile radio. They have been using that for almost a year now with great results. The other pro is we can all be on the same band for example Willington would have its own channel.

Review of Ongoing Projects

Chairman Cobb asked First Selectwoman Wiecenski for an update of STEAP for this year. First Selectwoman Wiecenski replied we were approved we are just waiting for the contract from DEEP. We have not heard anything about STEAP for next year. Chairman Cobb asked if STEAP becomes available what if any of these projects would be funded through it. First Selectwoman Wiecenski replied nothing on the school side and no vehicles. I would hope maybe one of our road projects.

Chairman Cobb asked Superintendent Stevens for an update on the school building committee. Superintendent Stevens replied we have our first meeting on January 26th we will mostly be appointing positions that night and also reviewing the Friar recommendations. First Selectwoman Wiecenski added we will also be discussing the next steps so that we can begin to gather information.

Chairman Cobb stated one thing that could be added to the CIP spread sheet would be subtracting all the project that wouldn't apply if the new school went through.

First Selectwoman Wiecenski moved to adjourn the meeting at 8:10PM. Steph Summers seconded the motion.

Vote: All Yes.

Respectfully Submitted:
Catharine Holcroft
Recording Secretary

2021-2022
Capital Improvement Project Preparation Draft
Wilmington Public Schools

Key
Projects
2021 Priority
New Item

Center School Priorities

1. Fire Panel
2. Heating Project: Upper Wing
3. Window Replacement: Upper Wing
4. Air Conditioning: Gym
5. Air Conditioning: Upper Wing
6. Pave Upper Parking Lot
7. Seal Lower (Main) Parking Lot and Reline
8. Playground: Poured Rubber Surface
9. Whole School Generator
10. Exhaust Fans
11. Clock System/PA/Security Strobe
12. Canopies Over School Entrances
13. Classroom Sinks, Cabinets and Plumbing

1. CES - Fire Panel (submitted December, 2018)

Quote: \$41,500

Life Expectancy: 20 years

Current Age: 23 years

The Simplex fire panel at Center School was installed in 1997. As a result of the age of the system, parts are scarce and if a key part fails the fire panel will need a total replacement. Whenever the building experiences a power loss the entire fire system fails to automatically revert from battery backup which requires a total shutdown and cold boot to return the system back to normal. This process takes fire monitoring offline and closes all the fire doors in the building until the system is restored, which usually takes 5-10 minutes. If the system fails the school will be left without any fire protection until a new system can be installed.



2. CES - Heating Project: Upper Wing (submitted December, 2017)

Quote: \$40,000 estimate

Life Expectancy: NA

Current Age: NA

The steam project will upgrade valves and traps, as well as replace old mercury thermostats with Delta Thermostats. This will provide greater control over classroom temperature as well as energy savings with computer enforced night setback. Once part of the Delta system, temperatures can be monitored remotely. This project does not include the replacement of steam pipes.



3. CES - Window Replacement: Upper Wing (submitted December, 2016)

Quote: \$87,150 (labor costs are reimbursable at 65.36%)

Life Expectancy: NA

Current Age: 68 years old

The upper wing at Center School still has the original 1950's single pane glass. We would significantly increase our energy efficiency with the completion of this project, and also improve security.



4. CES - Air Conditioning: Gym (submitted December, 2016)

Quote: \$26,000

Life Expectancy: NA

Current Age: NA

The temperature in the gym at CES gets hot and is the only room that can be used for PreK-4 assemblies, ceremonies and concerts. The new heating system was built with a future A/C upgrade in mind.

5. CES - Air Conditioning: Upper Wing (submitted December, 2018)

Quote: \$110,000 estimate

Life Expectancy: NA

Current Age: NA

Install split duct units to provide air conditioning to the entire upper wing.

6. CES - Pave Upper Parking Lot (submitted December, 2018)

Quote: \$46,000

Life Expectancy: NA

Current Age: 4 years

The existing gravel parking lot is sloped towards the school and washes out when it rains. The town has installed a culvert to minimize damage. We are also unable to paint lines for parking spaces, and plowing is a challenge in the winter. The area is approximately 2,500 square feet (250x100).



7. CES - Seal Lower (main) Parking Lot and Reline (submitted December, 2018)

Quote: unknown (estimate is around \$15,500)

Life Expectancy: NA

Current Age: NA

Seal coating provides a vibrant black finish that protects and prolongs the life expectancy of a parking lot. The parking lot would be relined after seal coating is completed.



8. CES - Playground: Poured Rubber Surface (submitted December, 2018)

Quote: \$91,000

Life Expectancy: NA

Current Age: NA

A poured rubber playground would provide better handicap accessibility and ensure uniform fall protection which allows us to keep the playground open throughout the winter. The small section that is currently poured rubber is starting to fail as a result of improper site prep work. A large portion of the \$90,000 estimate is to ensure proper drainage under the rubber.



9. CES - Whole School Generator (submitted December, 2016)

Quote: \$40,000

Life Expectancy: NA

Current Age: NA

A standby generator would provide a back-up electrical system that operates automatically within seconds of a utility outage and would provide the building with full power. The building does have a portable unit to run the heating system, but it does not power any lighting or outlets in the building.

10. CES - Exhaust Fans (submitted December, 2019)

Quote: unknown (estimate is \$40,000)

Life Expectancy: 15-20 years

Current Age: 40 (noted in EMCOR report)

Exhaust fans would ventilate the building to replace stale air with clean, fresh air.

11. CES - Clock System/PA/Security Strobe (submitted December, 2019)

Quote: \$35,000

Life Expectancy: 15 years

Current Age: 29

The clock and public announcement system are outdated and we are unable to get parts. Many clocks have been replaced with generic battery operated clocks and the times vary from room to room. The outdated system is hard coded to the old daylight savings time which took effect in 2007. The few

remaining hard wired clocks do eventually sync, but the battery clocks always show slightly different times. Many of the battery powered clocks are designed to automatically set from the atomic signal, but are unable to receive the signal inside the schools.



12. CES - Canopies Over School Entrances (submitted December, 2020)

Quote: unknown, waiting on quote (\$45,000 estimate)

Life Expectancy: NA

Current Age: NA

The entrances at the elementary school should have canopies extending to the parking lots. One entrance is used for bus arrival and dismissal and the second entrance is used for student pickup/dropoff. Canopies will dramatically improve the look of the building, but also provide shelter for people entering and exiting the building. They will also provide cover over the stairs protecting them from snow/ice in the winter.



13. CES - Classroom Sinks, Cabinets, and Plumbing (6) (submitted December, 2020)

Quote: \$ 24,000 estimate

Life Expectancy: ?

Current Age: 68 years, and unknown

Some of the classroom sinks, cabinets and plumbing at the elementary school need to be replaced. The counter tops are failing due to water damage and the plumbing is seized and does not have shut-off valves. Some sink cabinets are original from 1952, while others have been replaced over the years and only require some minor repairs such as replacement faucets or drain pipes.



Hall School Priorities:

1. Air Conditioning: Band Room
2. Sidewalk Replacement
3. Pave Parking Lots
4. Locker Replacement
5. Elevator Modernization
6. Unit Ventilator Replacement
7. Boiler #2 Replacement
8. Sidewalk/Landing Ramp Replacement
9. Fire Panel
10. Gym Curtain
11. Air Handling Units
12. Painting Library
13. West Wing Ventilation
14. Parking Lot Light Pole Concrete Replacement
15. Tile Floor Replacement
16. Gym Floor Refurbishment
17. Awning Over Gym Entrance Sidewalk
18. Clock System/PA/Security Strobe
19. Heat On Gym Stage

1. HMS - Air Conditioning: Band Room (submitted December, 2018)

Quote: \$20,000 estimate (waiting on quote)

Life Expectancy: NA

Current Age: NA

Air conditioning the band room is necessary for school security. It will also help prevent damage and detuning to instruments due to humidity and temperature changes. We are investigating a unit that will heat and cool as we replace the two existing heating units.



2. HMS - Sidewalk Replacement (submitted December, 2018)

Quote: \$41,000

Life Expectancy: NA

Current Age: NA

We need to install new sidewalks around various sections of the building.



3. HMS - Pave Parking Lots (submitted December, 2019; previously chipseal December, 2016)

Quote: \$100,000 estimate

Life Expectancy: NA

Current Age: NA

The parking lot at HMS needs to be torn up and paved as two separate contractors have said the parking lot has an excessive number of cracks and sealing will only get you a few years of additional life.



4. HMS - Locker Replacement (submitted December, 2016)

Quote: \$20,100

Life Expectancy: NA

Current Age: Approximately 30 years

The lockers in the boys locker room are in poor condition and need to be replaced. Repairs have been completed throughout the years.



5. HMS - Elevator Modernization (submitted December, 2019)

Quote: \$151,000

Life Expectancy: 25 years

Current Age: 40 years (during 1980 addition project)

Furnish and install elevator modernization work for existing hydraulic elevator. The main panel on the elevator would be hard to replace (parts) or repair and the Friar Facilities Study stated, "the elevator is not up to current standards, and will need to be renovated sometime in the near future."

6. HMS - Unit Ventilator Replacement (submitted December, 2018)

Quote: \$105,000 estimate

Life Expectancy: 20 years

Current Age: 36 years

This project includes the replacement of 8 classroom unit ventilators. One unit was replaced in 2018 (insurance claim) and the existing units are difficult to get repair parts.



7. HMS - Boiler Replacement (submitted December, 2017)

Quote: \$60,000

Life Expectancy: 30 years

Current Age: 40 years old

The boiler at Hall School is at the end of life and is inefficient. The first boiler was replaced in 2020.



8. HMS - Sidewalk/Landing Ramp Replacement (submitted December, 2016)

Quote: \$44,500
Life Expectancy: NA
Current Age: 25 years

The ramp on the side of the building has been repaired, but continues to crumble and needs replacement.



9. HMS - Fire Panel (submitted December, 2019)

Quote: \$62,500
Life Expectancy: 20 years
Current Age: 22 years

The Simplex fire panel is old and as a result of the age of the system, parts are scarce and if a key part fails the fire panel would need a total replacement. If the system fails the school will be left without any fire protection until a new system can be installed.

10. HMS - Gym Curtain (submitted December, 2018)

Quote: \$20,000
Life Expectancy: 20 years
Current Age: 25 years?

The HMS gym curtain does not go up and down properly as the fabric degraded over the years. This project would replace the HMS gym curtain and allow two practices/activities to operate at the same time.

11. HMS - Air Handling Units (submitted December, 2019)

Quote: \$24,000
Life Expectancy: 20
Current Age: 40 years (noted in EMCOR book)

This project calls for the replacement of 5 air handling units that bring in fresh air from outside, clean it, and then force it through ductwork (for heating, cooling and ventilation). We are investigating refurbishment as an option instead.

12. HMS - Painting Library (submitted December, 2019)

Quote: \$8,000

Life Expectancy: NA

Current Age: NA

Water damage has impacted various sections of the library ceiling and walls. This project should only be completed once the new roof is installed first.



13. HMS - West Wing Ventilation (submitted December, 2020)

Quote: \$500,000 estimate

Life Expectancy: NA

Current Age: NA

During the ventilation inspection which occurred summer 2020, it was discovered that the west wing of Hall School does not have any ventilation (fresh air intake or exhaust). An engineered ventilation system needs to be installed.

14. HMS - Parking Lot Light Pole Concrete Replacement (submitted December, 2020)

Quote: \$8,000

Life Expectancy: NA

Current Age: NA

The base of one of the concrete posts appears to be degrading and may need replacement in the future. This would include the installation of a new concrete base and LED light.



15. HMS - Tile Floor Replacement (submitted December, 2020)

Quote: \$10,000

Life Expectancy: NA

Current Age: 40 years

Several areas of the tile floor are broken and need replacement. This would result in new tiles in the art and science wing. Many of the tiles are lifting, cracked and worn. These floors do not have asbestos.

16. HMS - Gym Floor Refurbishment (submitted December, 2020)

Quote: \$11,000

Life Expectancy: NA

Current Age: NA

The gym floor needs to be fully stripped down to the wood and refinished. The wood floor would be sanded, new lines would be painted, and the floor would be sealed. The floor has been screened each year and new sealant applied for maintenance.

17. HMS - Canopy Over Gym Entrance Sidewalk (submitted December, 2020)

Quote: unknown, waiting on quote (\$30,000 estimate)

Life Expectancy: NA

Current Age: NA

The gym entrance should have a canopy extending to the parking lot and along the back sidewalk. This entrance is used for student arrival and dismissal and a canopy will provide shelter when entering and exiting the building. A canopy will also provide cover from snow/ice in the winter.



18. HMS - Clock System/PA/Security Strobe (submitted December, 2020)

Quote: \$44,000

Life Expectancy: NA

Current Age: unknown

The clock and public announcement system are outdated and we are unable to get parts. Many clocks have been replaced with generic battery operated clocks and the times vary from room to room. Any remaining clocks from the original system as well as clocks that were previously replaced with factory parts (not battery operated) need to be replaced.

19. HMS - Heat on Gym Stage (submitted December, 2020)

Quote: \$13,000

Life Expectancy: NA

Current Age: NA

The stage is used as a classroom and the heat is not working. A small electric heater was installed on the wall years ago, but it is not sufficient for the classroom. The original heating system is extremely hard to access and needs to be replaced just like the unit ventilators in the classrooms. The new unit is set up for cooling capabilities as well.

District Priorities

1. Building Committee: Consultants
2. Land for new school
3. New Prek-8 School on New Site

1. District - Building Committee: Consultants (submitted December, 2019)

Quote: \$100,000 estimate (54.64% reimbursable if a new school is built)

Life Expectancy: NA

Current Age: NA

The Board of Education voted unanimously to make a recommendation to the Board of Selectmen to appoint a committee to pursue the building of a preschool through eighth-grade school on a site other than the current Center Elementary and Hall Memorial School. This funding would allow the building committee to hire the necessary consultants to start the project (identify land).

2. District - Land for New School (submitted December, 2019)

Quote: \$750,000 estimate (54.64% reimbursable if a new school is built)

Life Expectancy: NA

Current Age: NA

The Board of Education voted unanimously to make a recommendation to the Board of Selectmen to appoint a committee to pursue the building of a preschool through eighth-grade school on a site other than the current Center Elementary and Hall Memorial School. This funding would be utilized to purchase land for the new school.

3. District - New Prek-8 School on New Site (submitted December, 2019)

Quote: \$45,352,301 estimate (54.64% reimbursable if a new school is built)

Life Expectancy: NA

Current Age: CES (built in 1952), HMS (built in 1922)

The Board of Education voted unanimously to make a recommendation to the Board of Selectmen to appoint a committee to pursue the building of a preschool through eighth-grade school on a site other than the current Center Elementary and Hall Memorial School.

December 2020 Overall Top Priorities Summary:

1. CES Fire Panel
2. HMS Fire Panel
3. CES Seal Lower (Main) Lot
4. HMS Painting Library
5. CES Clocks/PA/Strobe
6. HMS Clocks/PA/Strobe
7. HMS Heat on Gym Stage
8. Building Committee Consultants
9. CES Window Replacement
10. HMS Gym Floor Refurbishment

December 2020 Placement for New Items:

CES Canopies Over School Entrances (3)	Year 5
CES Classroom Sinks, Cabinets, and Plumbing (6)	Year 3
HMS West Wing Ventilation	Year 4
HMS Parking Lot Light Pole Concrete Replacement	Year 5
HMS Tile Floor Replacement	Year 3
HMS Gym Floor Refurbishment	Year 1
HMS Canopy Over Gym Entrance Sidewalk	Year 5
HMS Clock System / PA / Security Strobe	Year 1
HMS Heat on Gym Stage	Year 1

TOWN OF WILLINGTON, CT
Received for record January 25, 2021
At 5:27 PM [Signature]
TC

1. The first part of the report is a general introduction to the subject.

2. The second part is a detailed description of the methods used.

3. The third part is a discussion of the results obtained.

4. The fourth part is a conclusion and summary of the work.

5. The fifth part is a list of references.

6. The sixth part is a list of figures and tables.

7. The seventh part is a list of appendices.

8. The eighth part is a list of footnotes.

9. The ninth part is a list of acknowledgments.

10. The tenth part is a list of the author's address.

11. The eleventh part is a list of the author's publications.

12. The twelfth part is a list of the author's awards.

13. The thirteenth part is a list of the author's honors.

14. The fourteenth part is a list of the author's memberships.

15. The fifteenth part is a list of the author's affiliations.

16. The sixteenth part is a list of the author's contacts.

17. The seventeenth part is a list of the author's interests.

18. The eighteenth part is a list of the author's hobbies.

19. The nineteenth part is a list of the author's pets.

20. The twentieth part is a list of the author's family.

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