



NEW HAVEN PUBLIC SCHOOLS

**Citywide School Building & Stewardship Committee
Meeting Minutes
(Thursday, January 11, 2024)**

Members present

Giovanni Zinn, Jacob Robison, Matthew Wilcox, Michael Finley, Michelle Bonora

1. Welcome

Procedural: 1.1 Call to Order

Meeting called to order at 4:32 p.m.

2. Action Items

Action, Discussion: 2.1 Approval of the Minutes of December Meeting

It is recommended that the Committee approve the Minutes of December Meeting as presented.

Motion by Matthew Wilcox, second by Michelle Bonora.

Final Resolution: Motion Passed

Yes: Giovanni Zinn, Jacob Robison, Matthew Wilcox, Michael Finley, Michelle Bonora

3. Stewardship Report

Discussion, Report: 3.1 January Stewardship Report - Mr. Frank Fanelli

Mr. Fanelli presents the Stewardship report to the committee members.

Fire Panel Replacements:

IES vendor has been working on these final plans should be received early February. The goal is to submit advertisement for Bid by Mid-February and that will include the remaining replacement at Hillhouse, upgrades to Davis St School, Hooker Middle, Edgewood and King Robinson.

Mr. Zinn inquires if there is a preferred fire panel that the BOE uses. Mr. Fanelli states that Edward EST4 is the one currently being implemented. Mr. Lamb adds that the preference in this particular panel allows the district more flexibility in the long run for servicing as more vendors work with this type and obtain the parts needed for repairs easier.

Door Repairs/Replacement:

On Call Door replacement bid has to be re-advertised which will be submitted by the Facilities Director. Once rebid and responses are solicited we will begin to work on door replacements at Brennan Rogers.

Clock Bell & PA Systems:

The Purchase Orders for several schools have been received, the vendor has ordered what is needed but the lead times are long at this juncture. The vendor has been instructed to begin install at whichever locations receive the equipment first rather than waiting for all the be received.

LED project:

We identified the next round for LED installations which will be the following schools; Davis, Martinez, Cross, Hillhouse, Brennan and Conte.

This project has designated funds for this and IES has been developing the standard for the LED standard.

HVAC Grant:

This was submitted to the State, still pending award.

Chillers:

The vendor has the contract for Beecher school, the work is set to begin March 2024. Hillhouse has a replacement water tower and chiller installed, a second unit is being designed for the location. Martinez and Clinton Chillers have been ordered as well.

Roof replacements:

Hillhouse roof will be put out to Bid and will go live sometime in February 2024. Fair Haven, Conte, and High school in the community also need replacements, however a funding source needs to designated for this work.

FLAC:

Bleachers need total replacement, will use capital funds and bid will go live January 2024.

Sanitary Napkin Dispensers:

Per the State of CT mandate every female restroom throughout the district and 1 male restroom in the bldg, must be installed. The Facilities Director is to write out the bid for this work to be completed.

School based health clinics:

MBA - Fair Haven Health will pay an outside vendor to outfit the space, anticipated opening will be Spring 2024.
Ross Woodward - Renovation was awarded to A Prete and currently awaiting PO.
Career - Clinic was damaged due to a leaking pipe from the floor above, remediation of the area were performed and affected furniture and drywall will be replaced.

4. Other Business

Discussion: 4.1 Adult Education update

Mr. Fanelli states a meeting recently took place with the vendor GWWO selected to design Adult Education building and the concept is on its way. Mr. Zinn adds that they were on site earlier today 1/11/2024 and they were interested with the make up of the exterior walls.

Mr. Wilcox reviews the timeline proposed and inquires if the construction were to end in May 2026 as anticipated, if a swing space will be needed as the lease is currently set to end 6/30/2025. Mr. Fanelli responds that currently the plan is go Month to Month after that time until Construction is completed and they can transition. Mr. Wilcox also inquires if the months that we are currently out of the building due to the water damage at the current location, if it can be confirmed the district will not be incurring fees for time not spent in the building. Mr. Lamb confirms that rent reparations will be coordinated after the issue has been fully been resolved with the Facilities team and the attorney along with the landlord to determine what those days look like and paid.

Discussion: 4.2 Committee Membership

Mr. Wilcox reached out to Ms. Rivera Board President regarding filling the vacancies available. Mr. Zinn will confirm that Alders are aware of their role on the committee and hope to get them onboarded.

5. Adjournment

Action, Procedural: 5.1 Motion to Adjourn
Move to adjourn at 5:11p.m.

Motion by Matthew Wilcox, second by Jacob Robison.

Final Resolution: Motion Passed

Yes: Giovanni Zinn, Jacob Robison, Matthew Wilcox, Michael Finley, Michelle Bonora