



**NEW HAVEN PUBLIC SCHOOLS**  
Connecticut

**Citywide School Building & Stewardship Committee**  
**Regular Meeting Minutes**  
**Thursday, May 13, 2021 via Zoom**

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**I. Call to Order:** The meeting called to order at 4:36 p.m. by Mr. Zinn.

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**Attendance:** Mr. Giovanni Zinn, Chair, Mr. Matthew Wilcox Vice-Chair, Alder Jody Ortiz, Mr. Michael Gormany, Dr. Paul Whyte, Ms. Aicha Woods.

**Staff:** Mr. Thomas Lamb, Mr. Joseph Barbarotta, Ms. Lauren Strillacci, Mr. Marc Potocsky.

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**II. Approval of Board Meeting Minutes 4.8.2021:** **On the Motion by Mr. Wilcox seconded by Mr. Gormany to approve the April 8, 2021 Minutes as presented.**  
**Mr. Zinn, Yes; Alder Ortiz, Yes; Mr. Wilcox, Yes; Mr. Gormany, Yes; Ms. Woods, Yes; Dr. Whyte, Yes.**

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**III. School HVAC Filters:** Mr. Lamb states that he has been working with Mr. Barbarotta in Facilities regarding the School HVAC Filters, and he has been reviewing the findings of the Fuss & O'Neill study to determine the capabilities of each HVAC system.

Mr. Barbarotta states that currently Facilities is on round two of the Filter changes, Merv-8 in the pre filters and Merv-13 in the final filters. By the end of May they plan to have, all the schools completed. At this time, we are working with the Superintendent to get board approval for a HVAC Custodial position, one of the responsibilities of that position is to ensure the checklist for HVAC is completed and enforced. The New COO requested photos accompany the checklist for verification of compliance.

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**IV. Long Term Facilities Study:** Mr. Lamb states that the Study was awarded to Svigal Assoc. the evaluation process for bids are complete, we are currently in the final approval processes to get it scheduled with the contractors to the architect when they're going to begin we're looking at about a six month process. Once I meet with Mr. Penn to finalize the deliverables within that, we will be able to have a better idea of what the schedule and detail of the studies will look like.



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Mr. Zinn asked if the Svigal would be able to attend a meeting and provide a kick off to the project. Mr. Lamb stated he would be requesting they provide a PowerPoint outlining the project timeline and some major milestones. They have worked with New Haven in the past, and have a good relationship with the District.

Mr. Zinn inquired on whom the Project Lead is for the project; Ms. Strillacci stated the individuals name is Julia McFadden.

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**V. Commissioning  
Schedule  
Updates:**

Mr. Lamb states that Mr. Smith is currently away on vacation and is unavailable to present, but his report is available for review if needed but there are no significant updates at this time.

*See Page 4 of Other Materials*

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**VI. Stewardship  
Report:**

*(Pg. 5-9- Other  
Materials)*

Mr. Barbarotta discusses the updates regarding the items for pool repairs at some of the schools. In regard to Martinez dehumidification system, currently awaiting engineer firm to draw up specifications. For the upcoming FY Cross and Conte will obtain new grout and tile, and some possible upgrades to the equipment.

Bids awarded and Contracts completed in April 2021 for the Boiler work at Fair Haven and Wexler Schools.

The Hot Water tanks need to be looked at by Mr. Zinn when he has time, to weigh in on what the best course of action is with some of the tanks. We are approaching the end of life with the units and are in need of replacement. This will be incorporated with the Svigal Long Term Facilities study that will be conducted.

The Edgewood playground, the city landscaper and city place have been weighing in on the playground, to see what needs to be replaced and obtaining estimates. There have been discussions of adding a Pavilion at the park, with City Plan kicking the proposal back, its been placed on hold and will need to be rethought out.

There have been discussions on how to go about setting up outside classrooms for outside learning.

We need to start discussing plans regarding Adult Education, the new own want us to pay for the repairs in the building, we need to think of how we can track the upgrades to the building. We should also start another Phase for the LED upgrades project.

*See Page 5-9 of Other Materials for full report.*



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**VII.**  
**Non-Priority Grant**  
(Sound School)

Ms. Strillacci states that the group reviewed the proposals and have selected a contractor. Mr. Penn will be submitting for the next available F&O meeting for approval and work will begin after the full board approves.

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**VIII.**  
**Alliance Grant**  
(Sound, Wexler, Fair  
Haven School)

Ms. Strillacci discusses the filtration system at sound school. A Sole Source letter has been received by Purchasing for the Vendor, PO is pending. Due to the distance its about 14 weeks because it comes from overseas and we are hoping to finish out and submit as soon as possible.

Mr. Wilcox asked if this will be continuing beyond this school year?  
Principal Potocsky (Sound School) states it will be done in two phases, the first phase is moving the filtration system from the second floor to the first floor. Phase two will be upgrading the existing filtration equipment, some of the items like the Drum filters will be coming from Germany and other items coming from Italy. He adds him and his staff are ready for this upgrade.

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**Adjournment:**

**On the Motion by Mr. Wilcox, seconded by Mr. Gormany, it was voted by roll call to adjourn at 5:06 p.m.**

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Respectfully Submitted,

*Salina Manning*

Salina Manning

Executive Administrative Assistant