

WESTBROOK SCHOOL BUILDING COMMITTEE

Minutes of September 19, 2016 School Building Committee Special Meeting.

Members Present: Chairman Pat Labbadia III, Lester Scott, Gary Gavigan and Karl Heilmann.

Also Present: Roger LaFleur, James Smart, and Lesley Wysocki.

Call to Order:

The meeting was called to order at 6:12 p.m. by Chairman Pat Labbadia III.

Approval of Minutes: No action taken.

Chairman's Report: None other than to state where we are with the process and to get to the reports from the Consultants regarding specifications and recommendations for how we will proceed. .

Report from Consultants:

Our consultant, Roger LaFleur from PM Resources, LLC has brought up two issues: (1) the issue of the Closure Report for the Tank Removals; (2) the progress and reports from James Smart re: specs and recommendations for generator replacement. These items will be addressed under Old Business and New Business below.

Report from First Selectman:

First Selectman Noel Bishop was not present.

Report from Superintendent of Schools:

Superintendent of Schools Pat Ciccone was not present.

Report from Director of Finance:

No report available.

Old Business:

In response to the Roger LaFleur's mention of the need to finalize a Closure Report for the Tank Removals, Chairman Labbadia indicated that he would follow up with First Selectman Noel Bishop to obtain the needed signatures. There was a discussion of the need for obtaining some of the details of the test results, and the issue of whether the Fire Marshal should sign instead of the First Selectmen. Also, it was mentioned that the Town Attorney was also reviewing the situation.

New Business:

Consultant James Smart gave an overview of the written materials he provided to us. He indicated that it is a work in progress as there have been changes he has already made concerning the recommendations. He indicated that he is looking at this in THREE PHASES:

1. Determination of the Load that will be on the generators;
2. Determination of the size of the generators needed;
3. Development of detailed drawings about what is to be done for the purpose of obtaining proposals, as well as for the purpose of having a full set of drawings available for future reference.

There was also a discussion of the notes provided by Jan Mazeau about the written materials we received.

Mr. Smart mentioned that his conclusions and recommendations are based to a substantial degree upon his knowledge, expertise and experience in inspecting and observing the lighting and equipment we have at the schools to determine load.

In this regard, he mentioned that for example he noticed that there are new gas hookups which are installed in the Kitchen of Daisy Ingraham which is presently using electric appliances. He said his observations may indicate an intent to replace the electric appliance with gas. Leslie Wysocki indicated that this was indeed the intention. Thus, Mr. Smart indicated that his calculations of load could be reduced by 30KW if and when the gas conversion is made. Chairman Labbadia indicated that this would favorably impact the committee's concern that a 200KW dual fuel gas/propane generator may not provide enough actual power to cover the load needed. He similarly noted that at the WHS this would be 1/3rd of the 100KW load.

Mr. Smart mentioned his recommendation to replace the older of the two existing Transfer Switches at the WHS. In this regard, Mr. Smart also mentioned his recommendations include replacing some 20 foot long wires at the WHS so that we could avoid having to splice into the existing wires that are present. While these items may not be absolutely necessary, he recommends doing both of these replacements to avoid having problems in the future. He adds that doing these things now would also be more cost effective than doing them separately at a later date.

Lester Scott referenced his experience in assisting the Fire Department with their recent generator installation that it would be important to ensure that the generator we should obtain should be a "direct drive" generator without a "gear box" which can break down and become problematic. Mr. Smart indicated that he would look into this issue.

Gary Gavigan mentioned the interplay between the towns Energy Committee and our WSBC. He serves as a member of both of these committees, and inquired about whether there are possible grants available, but Roger LaFleur has indicated that since we are not bringing in new lines, and are instead tapping into existing infrastructure, it is his understanding that we would not be eligible for grants. Gary also mentioned that the State of Connecticut desires that power solutions utilize solar energy.

Building Code changes from 1999, 2006 and 2012 were brought up, but they do not seem relevant since our installation of the gas lines was done in 2012 after the changes had gone into effect. Obviously, it should be known that safety will be ensured in that we will install shut off / cut off valves and comply with the latest Code requirements.

Pat Labbadia indicated that when the recommendations and drawings are finalized by Mr. Smart, he would like to have clear and detailed specifications and drawings that are not geared to any one manufacturer, as opposed to ones which are set up to only be met by one particular manufacturer's generator. The committee concurred that we do not want to be constrained in our specifications

and RFP to any one manufacturer. Although it was mentioned that the Transfer Switch replacement was expected to be a Bid Alternate, Committee members agreed that we should follow these recommendations.

It was agreed that the next meeting would be on Wednesday, September 26, 2018 which was stated to be sufficient time to prepare and distribute the Specifications and Recommendations from the Electrical Engineer, and then the RFP from our Consultant.

Other Matters: Such other matters which may be properly brought before the Committee. Chairman Labbadia informed the committee of a complaint which was received by the Fire Marshal concerning safety lighting at the schools while the fuel tanks have been removed, but the new generators are not yet in replace. He reported that all but one of the items specified in the complaint were not actually problems, but that steps were taken by Roger LaFleur and school officials Patricia Ciccone and Leslie Wysocki to fully address the one remaining issue. Chairman Labbadia indicated that he was involved only tangentially since it was our project, and that he simply coordinated everyone's approach to the situation.

Approval of Bills:

Upon motion by Lester Scott seconded by Gary Gavigan, it was:

VOTED: Unanimously to approve Invoice #1967 dated September 18, 2018 from James Smart's company, Facility Services & Engineering, Inc. in the amount of \$1,700.00 for services rendered concerning Westbrook High School; and to approve Invoice #1968 dated September 18, 2018 from James Smart's company, Facility Services & Engineering, Inc. in the amount of \$1,700.00 for services rendered concerning Daisy Ingraham School.

Adjournment:

Upon motion by Lester Scott seconded by Gary Gavigan, it was:

VOTED: Unanimously to adjourn at 6:54 p.m.

Respectfully submitted:

Pat Labbadia, III

Pat Labbadia, III - Chairman

Note: The next Regular Meeting is scheduled for September 26, 2018 at 6:00 p.m