

Town of Woodbridge
Beecher Ad Hoc Renovation Review Committee
March 22nd 2018, South District Conference Room, Beecher Road School

Meeting Minutes

Attending: committee members Jeff Kaufman, Andy Esposito, John Vultee; staff member Sheila McCreven; Bob Gilbert, Al Pullo, Vito Esparo, from Beecher Road School

Chairman Jeff Kaufman called the meeting to order at 8:16 am.

On a motion by John, seconded by Jeff, the committee voted unanimously to approve the meeting Minutes from its February 21, 2018 meeting.

The committee received an update and discussed the status of the Pool Area Dectron Equipment repair. Bob reported that it was repaired by Emcor at no cost and is now running. Vito reported that remote monitoring/alarm is possible and is in the process of being set up. Jeff asked if Dectron should look at the unit to assure the repair is complete.

The committee also received an update regarding hot water availability in the A, B, C Wings and throughout South School. Vito reported that a mixing valve was identified as the problem for the North areas of the school. Town staff assisted to identify and the plan is for them to fix this valve during the school's April break when the building is not occupied and water can be shut off. In the South areas of the school the hot water was impacted by a time clock controlled downshift for evening hours, which has now been turned off. This is expected to improve hot water availability.

On a motion by Andy, seconded by Jeff and approved unanimously, the committee went into Executive Session at 9:17 am to discuss security, inviting Bob, Al, and Vito to provide information to the committee. No motions were made. The executive session concluded at 10:19 am.

The committee then discussed its desire to better understand what happened in December leading up to the burst pipe incident, specifically with regard to contracted services and the status of vendors under contract. Al will provide further information regarding invoice receipt and payment to vendors. Andy and John requested that representatives be invited to the next meeting of the committee to provide information.

The committee also discussed the general need for service report forms, filled out, submitted, and signed-off by the district each time a service visit occurs going forward. This will create a running record of service received, in accordance with contracts. The committee requested additional information regarding any system log or email records related to the incident in December and specifically any alarms or monitoring alerts that went out.

The committee discussed next steps regarding the aspects of the committee's charge. Jeff will communicate with First Selectman Beth Heller to let her know the committee will need more time to complete its work. The committee set its tentative next meeting date for Thursday, April 12th 2018.

On a motion by John, seconded by Andy, the committee voted unanimously to adjourn the meeting at 10:28 am.