

Town of Woodbridge

Beecher Ad Hoc Renovation Review Committee

April 13, 2018, Main Meeting Room, Woodbridge Town Hall

Meeting Minutes

Attending: committee members Jeff Kaufman, Andy Esposito; staff member Sheila McCreven; Bob Gilbert, Al Pullo, Vito Esparo, from Beecher Road School; Greg Kula, and Matt Ward (by teleconference)

Chairman Jeff Kaufman called the meeting to order at 8:04 am. On a motion by Jeff, seconded by Andy and approved unanimously, the committee went into Executive Session at 8:05 to discuss security, inviting Bob, Al, Vito, Greg and Matt to provide information to the committee. No motions were made during the executive session, which concluded at 8:42.

The committee discussed the pipe freeze incident from December and requested an update regarding performance of equipment in relation to manufacturer's stated efficiency. It is important to determine if there was either a problem with sizing or if the control system interface contributed to the December pipe freeze incident. There are EPA code requirements for fresh air that were included in the system design, but an engineer can determine if the system is functioning as designed or requires a make up coil. If functioning as designed, it should not have been possible to freeze. In addition, should free stats to alert and shutdown the system be added?

The committee also discussed the humidity concerns in the building, especially the library where there are only two return vents. Matt recalled that before his work concluded at Beecher he suggested there be a change to 3-way valves at the end of the wing to get better humidity control. A humidistat can check humidity level and correct if above set-point at that location. Matt noted that the system is designed for 74 degrees and if that is lowered occupants will feel more humidity. He also noted that programming can close outside vent airflow based on occupied/unoccupied status.

The committee received an update and discussed the status of the Pool Area Dectron Equipment repair. Emcor replaced the hot water valve and said this valve failure was unrelated to the previous bearing issue. Matt suggested this large valve should have lasted much longer but could have been damaged if it was not seated properly or overheated. The unit was installed in the summer of 2015 but its 25-month warranty if started in January 2016 would run through February 2018.

The committee then discussed the status of roof leaks, which may need resealing/repair over the A, B and C wings. Bob stated that a building assessment from Jim Saisa included the roof areas.

The committee discussed next steps and requests for information pertinent to the committee's charge. Jeff noted several pieces of information that will be helpful: Dectron evaluation of unit repairs to assure it is complete and working properly; Bruce Darling to inspect roof and check pitch, refer to Newman architect which designed, and Jim Saisa's building assessment report; documentation that boilers are being properly maintained, and meeting with Omni to discuss software upgrades, testing, and programming for security equipment.

Andy asked that the committee receive details of what preventative maintenance and services vendors are contracted to do, and documentation that it is being done in a timely manner. Greg noted that maintenance requires double-checking when a work report states "serviced as per contract" -- for example was a 12-month kit installed, was a 24-month kit installed, etc. and was all maintenance performed on time? Andy noted that the project was designed so that energy savings pay for the maintenance costs required, and attaining energy savings should be documented. He also requested that emails regarding the ERV issues March through December 2017 be recovered by Beecher staff and provided to the committee, and the training video shot by Matt, including Dectron equipment, be located.

On a motion by Andy, seconded by Jeff, the committee voted unanimously to approve the meeting Minutes from its March 22, 2018 meeting.

By unanimous consent, the committee adjourned its meeting at 9:27 am.