

COLEYTOWN MIDDLE SCHOOL BUILDING COMMITTEE

May 8, 2019, 7:00pm
Staples High School Cafeteria
Westport, Connecticut 06880

Minutes of Meeting

Present:

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| John Broadbin | Westport Public Works |
| Don O'Day | CMS Building Committee Chair |
| Jay Keenan | CMS Building Committee |
| Karen Kleine | CMS Building Committee – ex officio |
| Walter Mattera | CMS Building Committee |
| Srikanth Puttagunta | CMS Building Committee |
| Vanessa Valadares | CMS Building Committee |
| Susan Chipouras | Westport Project Manager |
| Joe Bukovec | Wiss, Janney, Elstner Associates (WJE) |
| Craig Razza | Kohler Ronan (KR) |

The meeting was called to order at 7:00pm.

1. Minutes were emailed to all Committee members. Don O'Day moved to approve the minutes from March 26, 2019. Vanessa Valadares seconded the motion. Motion passed. Vote: 6-0.
2. Joe Bukovec gave an update on the Schematic Design Drawings.
 - a. Roofing – full replacement, prioritization with installation of HVAC equipment, looking at structure for new equipment installation.
 - b. Windows – punch windows scheduled for replacement, windows with spandrel panels scheduled for replacement with curtainwall assembly, current operable windows will be replaced with windows with same operation including screens.
 - c. Wall Assemblies – existing vapor barrier is no longer viable; rehabbing existing vapor barrier is not an option; proposing overlaid of existing block with vapor barrier before overcladding. Two options were shown – 1. Metal Panel over a rain screen, 2. Insulated metal panel, i.e. Centria.
 - d. The entire building will look different. Exterior lighting could be installed on and around the building. Sunshades could be an integral part of the curtainwall system.
 - e. Proposed wall sections being prepared and updating elevations for curtainwall.
 - f. There will be flashing between the curtainwall and panels. Panels would cover lower block joint, with bottom of panel at FF-1”.
 - g. Committee recommended that grade be lowered by 8” not 6”
3. Craig Razza gave an update on the MEP Schematic Design Drawings
 - a. Reusing existing exhaust where practical.
 - b. Ceiling heights are presenting problems in the curved building areas and the areas adjacent to the kitchen.

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- c. Installation of VRFs is becoming a challenge in some areas. If they can't be installed above the ceiling, they could be installed below the ceiling or at floor level on the exterior wall. There would be no penetration of exterior walls. The Committee directed KR to try to have the units concealed even if it means installation of a soffit to conceal the unit. The other two options should only be used as a last resort.
 - d. There will be a supply and exhaust for each classroom.
 - e. DOAS units are sized.
 - f. Existing ductwork remains except in corridors. Existing ductwork to remain needs to be cleaned.
 - g. Additional information is required for the Prep Rooms
 - h. Baseboard heat will be used.
 - i. Proper monitoring of building systems to be included: Temperature, Relative Humidity and Carbon Monoxide. Automated for moisture removal vs. sensible cooling. Monitoring will be by room.
 - j. It would be helpful if existing ceiling tiles could be removed in certain areas. WJE/KR will prepare a marked-up plan so the ceiling tile removal can be priced by Newfield.
4. Planning & Zoning has required screening of rooftop equipment on previous projects. Susan Chipouras will have Joe Bukovec investigate this and include in scope if required.
 5. The following additional scope will be included in KR scope as the project moves forward:
 - a. Locker Room A/C
 - b. Removal and replacement of insulation on domestic water piping.
 - c. Additional interior architectural renovations from BOE agreed to list.
 6. Industrial Hygienists have obtained the RFP. Proposals are due to be returned on May 20.
 7. Don O'Day reviewed the funding approval calendar. Community input will be after funding approval. BOE, BOF and RTM Committee members will be invited to attend CMSBC meetings.
 8. Public Comment:
 9. **Action Items:**
 - a. Susan Chipouras will contact Dr. Buono for further clarification on Science Prep Room requirements.
 - b. Joe Bukovec will provide a marked-up plan for ceiling tile removal to allow for better above ceiling investigation by consultants.
 10. Don O'Day moved to adjourn. Sri Puttagunta seconded the motion. Motion passed. Vote 6-0. Meeting adjourned at 9:25pm.

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These minutes are issued for the record. Any additions or corrections should be issued in writing to the undersigned.

Respectfully submitted by,
Karen Kleine
Secretary