



**NEW HAVEN PUBLIC SCHOOLS**  
Connecticut

**Citywide School Building & Stewardship Committee**  
**Regular Meeting Minutes**  
**Thursday, June 10, 2021 via Zoom**

**I. Call to Order:** The meeting called to order at 4:34 p.m. by Mr. Zinn.

**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.

**II. Approval of Board Meeting Minutes 5.13.2021:** Will review and vote will be at the next meeting

**III. School HVAC Filters:** Mr. Lamb presented the updates to the Filter change process, which we will be implementing at NHPS facilities. Pre filters are Merv 8 and the final filters are Merv 13. The filter replacement schedule is every six months in each school. Inventory and purchasing processes are being evaluated.

Concerning the checks and balances of the process, photos of the filter will be required when changed which a supervisor must sign off. Facilities Leadership will implement random Inspections of the filters at the locations monthly.

**IV. Long Term Facilities Study:** Mr. Lamb states that he has been meeting with the Svigals team bi-weekly regarding the study to ensure the schedule and tasks are completed. The contract is on the verge of finalization, then we will be able to move forward with a kick off meeting that will outline project schedule and milestones.

**V. Commissioning Schedule Updates:** Gilbane will officially conclude their services to the District effective June 25<sup>th</sup> 2021. Mr. Lamb and Gilbane leadership have begun the process of transitioning responsibilities of the final state audit of open construction project files.

*See Slide 6 for additional information*



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**VI. Stewardship  
Report:**

Mr. Lamb discusses with the Committee an update regarding Energy Management and Sustainability. He went over the goals and the overall projections of the savings of Energy with the District. *See Slide 7-8 for additional details*

The pool issues at Career, Conte, Cross, Hillhouse and Martinez are discussed regarding the estimated cost of repairs and include updates for the ones that have been bid on for repair, to date. *See Slide 9-10 for additional details*

Fair haven and Wexler Grant are currently getting their Boilers replaced, the next round of boiler replacements will be for Hillhouse, Nathan Hale and Lincoln Bassett. *See Slide 11 for additional details*

Lincoln Bassett Hot water tank is leaking and failure is imminent. Bishop Woods tank has already failed and currently a small temporary tank is in place, and is in need of replacement very soon. *See Slide 12 for additional details*

Mr. Wilcox inquired if the Bassett school will be utilized this summer, if the failure is imminent. Mr. Lamb stated yes the majority of the schools will be utilized for a summer program, but staff are aware of the issue and its closely being monitored.

Mr. Zinn inquired if a document which outlines Svigals deliverables regarding the Long Term Facilities Study ahead of the next meeting. Mr. Lamb states that yes, he can put something together ahead of the next meeting.

Mr. Zinn takes this time to thank Mr. Thomas Smith of Gilbane for his years of service to the district and for congratulates him on his retirement.

Mr. Zinn inquires if there is an update regarding Sound School. Mr. Lamb states that there has been movement in getting the purchase orders in place for ordering the equipment necessary for the replacement of the filtration system; we should have that probably by the end of this week.

Mr. Lamb adds an update regarding the roof of Sound School with Silver Petrucelli; the contract will be drawn up and as soon as their contract is completed, we will be able to schedule them to start completing the scope of work. To then move forward, to put it out to bid for the roof replacement. Mr. Wilcox inquires on the timetable of the project; will it be ready for before school starts? Mr. Lamb answers that its dependent on the turn around from Silver Petrucelli with the drawings and scope, but will likely be ready in the fall.

Mr. Zinn states he would like to talk to Tom offline about an issue with the Fence at John C. Daniels School; the City Parks Dept. cannot get their mower in among other topics regarding the undesirable activity that is brought to the area.



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**Adjournment:**            **On the Motion by Mr. Zinn to adjourn at 5:21 p.m.**

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Respectfully Submitted,

*Salina Manning*

Salina Manning  
Executive Administrative Assistant

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