

**MINUTES - BOARD OF EDUCATION PLANNING COMMITTEE MEETING
HELD OCTOBER 19, 2022 IN THE HUMISTON BOARD ROOM**

Planning Committee Members Present: Andrew Martelli, Timothy White, Samantha Rosenberg

Administrators Present: Vincent Masciana, Chief Operating Officer

Additional Attendees Present: Donald DeVivo – Dattco
Kevin DeVivo – Dattco
Scott Brabant – Dattco
Bryony Chamberlain – Dattco
James McMellon - Dattco

CALL TO ORDER

Mr. Martelli called the meeting to order at 7:04 p.m. and led the Pledge of Allegiance.

AUDIENCE

No members of the public were present nor were there any questions or comments received.

STUDENT TRANSPORTATION

Mr. Martelli welcomed the attendees from Dattco who introduced themselves. Mr. Masciana highlighted several points of information to be considered as plans for the future of student transportation are made. He noted that our 5-year contract with Dattco Contract expires 6-30-2024, that there are .84 acres of land that can be improved and used at the Bus Depot location, and that the State passed legislation requiring that all school districts are using alternative fuel vehicles by 2035 and zero-emission (electric) vehicles by 2040.

Mr. Kevin DeVivo, Dattco Vice President, then led a PowerPoint presentation entitled “Transitioning to Electric and Alternative Fuels”. The presentation and meeting discussion between the participants were focused on the particulars and options to transition the existing diesel and gasoline powered vehicle fleet to propane and/or electric. Some of the factors discussed were the infrastructure requirements to support electric vehicles in particular, current delays in obtaining certain equipment such as electrical switchgears and utility upgrades, grant funding and financing options, the current regulatory environment, vehicles safety and potential concerns, and financial comparisons of total costs for vehicles of each fuel type. From a transition point of view, propane fueled vehicles and the propane tank infrastructure are well-established and Dattco has several school customers it serves running them already. Mr. Donald DeVivo indicated that Cheshire can have propane fueled buses very quickly if desired. Electric buses are still early stage and both funding and infrastructure are current challenges that will take time to overcome. Mr. DeVivo pointed out that because electric vehicles are three times more expensive than diesel or propane vehicles (\$375k per large electric bus vs. \$100k per large diesel or propane bus), grant opportunities will drive the decision making process.

The Committee thanked the Dattco team members for the presentation. With respect to next steps, the Committee will continue to obtain information on options and confer further at future meetings.

Ms. Rosenberg asked for a copy of Dattco's PowerPoint presentation to review the details further. Mr. Martelli asked about having a test ride on one of Dattco's electric buses and Mr. DeVivo offered to make arrangements to have one of their electric buses come to Cheshire for a test ride

HVAC PROJECTS

Mr. Masciana explained that the State recently released guidelines for a new HVAC Grant Program that was developed by and will be administered by the Department of Administrative Services (DAS) - Office of School Construction and Grants Review (OSCGR). Grant parameters were provided by OSCGR on 9/30/2022 and with applications due by 12/1/2022, Mr. Masciana explained that the window to complete the application is tight but could be achieved. He stated that there are a total of 9 HVAC projects that he believes would meet the qualifications for the grant program, of which 3 are completed and 6 are to be completed. One of the key requirements for the grant application is for the Board of Education to approve the Educational Specifications for each of the projects and then for the Town Council to pass three required resolutions to: authorize the Superintendent to apply to DAS for the grant; to establish a building committee for each project; and to authorize the preparation of at least schematic drawings for each project.

The Committee then reviewed and discussed the Educational Specifications for each of the following 9 projects:

Town of Cheshire Project Number	Capital Appropriation Amount	Capital Appropriation Date	School	Project Description	Project Status	Date Completed	Final cost
01282 and 01370	\$600,000	11/20/17 and 8/27/19	Highland Elementary	Boiler Replacement	Completed	11/30/2021	\$330,000
1347	\$100,000	8/27/2019	Dodd Middle School	Roof Top Unit Replacement	Completed	10/1/2021	\$100,000
1369	\$600,000	8/27/2019	Doolittle Elementary	Boiler Replacement	Completed	12/15/2021	\$511,000
01348 and 01359	\$410,000	8/27/19 and 8/27/19	Cheshire High School	Replacement of Unit Ventilators	In Design	TBD	TBD
1417	\$175,000	8/25/2021	Cheshire High School	Energy Recovery Ventilator Installation	In Design	TBD	TBD
1418	\$100,000	8/25/2021	Cheshire High School	Mechanical Tunnel Improvements	To be started	TBD	TBD
1455	\$120,000	6/21/2022	Dodd Middle School	Systematic Phase-in of Cooling	To be started	TBD	TBD
1456	\$225,000	6/21/2022	Cheshire High School	Systematic Phase-in of Cooling	To be started	TBD	TBD
1463	\$300,000	6/21/2022	Dodd and Doolittle	Replacement of Unit Ventilators	To be started	TBD	TBD

MOTION by Mr. Martelli, seconded by Mr. White that the Planning Committee recommends the Educational Specifications for the 9 HVAC Projects for approval by the Cheshire Board of Education.

VOTE: The Motion passed unanimously.

RFP FOR SPACE NEEDS DUE TO ELEMENTARY ENROLLMENT GROWTH

Mr. Masciana distributed a summary of the four proposals received in response to a Request for Proposals that was issued for design professionals to assist in the planning for additional classroom space at the elementary schools, due to enrollment growth. He explained that even if the referendum for the two new schools is passed, since the new schools would not be open for 3 years, the existing schools may not have enough capacity to support the increased number of students. Highland is already nearing its capacity and with known housing developments underway, it may exceed capacity relatively soon and the other elementary schools may as well.

The Committee members reviewed and discussed the merits of the proposals and proposal prices of the firms as shown below:

Company Name	Company Location	Base Proposal for all 4 Schools	Base Proposal Details Provided	Hourly Rates (Highest 4)	Proposed Start Date	Proposed Completion Date
Friar Architecture, Inc.	Farmington, CT	Not to exceed \$20,000	Hourly Rate Plus Expenses, not to exceed \$5,000 for each of the 4 elementary schools	Principal - \$195 Associate Principal - \$170 Associate - \$150 Sr Project Manager - \$135	11/14/2022	March-23
Silver Petrucelli + Associates (with Milone and MacBroom to conduct Enrollment Study and Civil Engineering)	Hamden, CT	\$41,800	\$11,000 per school with reduction to \$10,450 per school if all 4 are awarded	Principal/Project Mgr - \$206 Principal M/E Engineer - \$206 Principal/Architect - \$191 Sr Project Manager - \$179	11/14/2022	January-23
Antinozzi Associates	Bridgeport, CT	\$18,500	None provided	Not provided	Immediately	March-23
Russell and Dawson, Inc.	East Hartford, CT	\$72,000	None provided	Principal-in-Charge - \$250 Engineer (Manager) - \$225 Architect (Manager) - \$210 Engineer - \$190	Not specified	7 Weeks

The Committee reached a consensus to further pursue the proposals of three of the firms, namely Friar Architecture, Silver Petrucelli, and Antinozzi Associates and asked Mr. Masciana to make the necessary arrangements to hold 20 minute interviews per firm at the next meeting.

QUICK UPDATES

School Field Improvements - Mr. Martelli provided an update that dramatic improvements were made to the fields at Doolittle and Highland by the Town’s Public Works Department and acknowledged the teamwork between Public Works, Parks and Rec and the School Facilities staff. Mr. Masciana added that in a joint effort with the Town, significant improvements are scheduled to be made at the softball field at Dodd Middle School including new sod within the next two weeks. That field will then be shut down for use so that it is ready for play in the spring.

Pending ZRECs – Mr. Masciana provided an update that he had a meeting with Mr. Rich Cardita and Mr. Bob Mulvey of Energy Resources regarding the approved ZRECs for solar carports at Doolittle and Highland. A new incentive is available that could cover 30% of the cost of the construction of the carports which could result in a more favorable power purchase agreement. An update is expected in the near future which will be shared with the Planning Committee.

A recorded video of the meeting is available on the Cheshire Public Schools website at this link: <https://www.youtube.com/watch?v=2o9OuYtPyKw>

ADJOURNMENT

On a motion by Mr. Martelli, and seconded by Mr. White, the meeting was adjourned at 9:32 p.m.

Respectfully submitted,

Attest:

Vincent J. Masciana
Chief Operating Officer

Carol Jesensky, Executive Assistant

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