

**Waterbury Board of Education
Building & School Facilities Committee Minutes
Via ZOOM
November 18, 2021**

Call to Order: 5:30 p.m.

Present:

Ann Sweeney, Chairman
Karen Harvey, Commissioner
Rocco Orso, Commissioner
Melissa Serrano-Adorno, Commissioner
Charles Stango, Commissioner

Dan Barry, Security & School Safety Coordinator
Doreen Biolo, Chief Financial Officer
Donna Cullen, Principal
Mike Konopka, School Inspector
Rosh Maghfour, Accounting Manager
Verna Ruffin, Superintendent of Schools
Will Zhuta, Supervisor of Management, Information, and Technology

Kerri Baker, Parent Representative
Brian Grant, Newfield Construction
Michael LeBlanc, Director of Finance
Ken Russo, Waterbury Development Corporation
Bryce Sens, Friar Architecture

Item #1

Wendell Cross Issues

Dr. Ruffin informed the Committee that she received notification on Monday, November 15, that the building did not have heat. She was informed that the system detected carbon monoxide and that the building was evacuated and the students and staff followed the standard procedure for a fire drill until such time to determine what set off the alarm. A decision was then made to send students and staff home for their safety in order for an investigation to occur.

Mr. LeBlanc stated Brian Grant and Ken Russo did a complete review of what transpired and there are four different items: (1) no heat situation; (2) carbon monoxide; (3) alarm system failing to automatically notify the fire department; and (4) response time issues.

Mr. Grant informed the committee of the following:

HEAT:

- Boiler manufacturer and representative tried to reset and determine why it went down.
- Nothing mechanically wrong with them. Appear to have some sort of power, slight outage, a few things were tripped, possibly the power had tripped and cutoff flow of gas.

- Heat returned almost immediately.
- SNE traced back to see when the boilers went down (Friday at 1:00 p.m.). Signal was sent, the breakdown appears somewhere between SNE's access to the IT server, possible incorrect IP address or something.
- Mr. Zhuta stated we should have received an email however the server was configured wrong so it was never communicating; was not tested with us to verify it was communicating with our network prior to signing off.
- Breakdown in communication. Issue has been fixed with SNE and working properly.

CARBON MONOXIDE:

- Newfield and WDC were present and the mechanical contractor went to the site after the Fire Department cleared everything.
- All parties tried to recreate the scenario and in checking CO levels in the kitchen with the ovens on and the fans off and then on; it was determined that when a hood in the kitchen was turned off the co levels came up. In checking the log, it was found that the vent fan was not turned on until almost 10:00.
- Possibility of tying in the fans to the system but it is not cost effective.

ALARM SYSTEM:

- The State does not require that a CO detector be tied to the full fire alarm. A local panel is in each building and whoever is responsible for the day to day maintenance in the building oversees it.
- The Battalion Chief has since requested that it be tied in and go to the Fire Command Center. The contractor, ITS, did the programming for the fire alarm work, changed out and reprogrammed so now when the CO detector goes off it goes as a supervisory alarm to the Fire Dispatch Center and if they deem it's not safe they will make the determination to evacuate the building.

RESPONSE TIME ISSUES:

- The Fire Department was not notified of anything going on because the signal was not making it to their center.
- In the phone room there was a red wire (direct line to the Fire Department) that was physically removed from the phone block so nothing was dialing out to the Fire Department.
- The contractor met and rewired, tested that afternoon, now they know the signals are going out.

- Not sure how this happened because it was tested multiple times and the school had fire alarms recently and fire alarm was receiving signal. Possibly someone disconnected it in error.
- System was tested on all ends and there were no issues.

Commissioners questioned what will be done to prevent this from occurring in the future; accessibility to the phone room/closet; possibility of signs in the closet and kitchen with reminders.

Item #2

Public Speaking

There were no public speakers.

Meeting adjourned at 6:14 p.m.

Minutes prepared by Carrie A. Swain, Clerk