



# Town of Groton - Public Works

134 Groton Long Point Rd  
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Public Works  
Administration  
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## Meeting Minutes

### Permanent School Building Committee

*Chairman Rick DeMatto, Vice-Chairman W. Gordon Lange, Robert J. Austin-LaFrance, Richard Monteiro, Robert Morrison, David Russell, and John Webster.*

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Wednesday, August 22, 2007

7:00 PM

BOE Administration Bldg., Flanders Rd,  
Room 19

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#### Special Meeting

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#### 1. ROLL CALL

Members Present: Chairman Rick DeMatto, Gordon Lange, Richard Monteiro, Robert Morrison, David Russell and John Webster

Members Absent: Robert J. Austin-LaFrance

*Staff: Rick Norris, Project Manager - School Construction, Wes Greenleaf, Director of Buildings and Grounds, GPS and Colleen Quattromani, Recorder.*

*JCJ Architecture: Greg Smolley, Principal and Jeff Beatrice, Associate.*

*Gilbane Building Company: Peter Manning, Project Executive and Peter Scalora, Senior Project Manager.*

*Also present Mark Oefinger, Town Manager and Catherine Kolnaski, Town Councilor.*

*The meeting was called to order at 7:03 PM.*

#### 2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

*None.*

#### 3. APPROVAL OF MINUTES

##### a) August 2, 2007

*A motion was made by Mr. Monteiro and seconded by Mr. Russell to accept the meeting minutes of August 2, 2007 as written. The motion passed with one abstention by Mr. Morrison.*

#### 4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

##### (a) PSBC Members

*None.*

##### (b) School Building Highlights (Project Team)

###### 1. Windows

*Mr. Norris said the window systems for the Catherine Kolnaski Elementary School are on schedule to ship and that the window installation at the Northeast Academy Elementary School will be complete in two to three weeks.*

###### 2. Firepump

*The Committee was told that the price for the firepump had come in higher than estimated. The Project Team has decided to continue with the firepump as designed, but are reviewing the construction plans for areas of savings.*

###### 3. Playscapes

*The playscapes for the elementary schools have verbal approval from BSF.*

##### (c) Northeast Academy and Catherine Kolnaski Elementary Schools

**1. Department of Public Works staff**

*Mr. Norris is working with Aquarion on water service documentation for Northeast Academy. The Committee was told that the Town has finished installing new sidewalks on Oslo Street and is currently repaving the street.*

*The Project Team is looking at substantial completion procedures for the School Building Projects as the first contractor has asked for a reduction in their retainage.*

*Mr. Norris informed the Committee that there is no action required to release the temporary construction easement for the Catherine Kolnaski Elementary School to Dr. Patel because it is no longer effective after project completion.*

**2. JCJ Architecture**

*Mr. Smolley reported that the TS& E (Technology, Science and Equipment) bids had come in substantially over budget. There were fewer bidders than expected which maybe just one reason the package came in high. JCJ Architecture is reviewing the bid documents with staff next week to come back with recommendations for the TS&E package.*

*JCJ Architecture has also been working on filing a description of the Catherine Kolnaski Elementary School property with the State.*

**P-2007-0001 Gilbane CM Summary - Elementary Schools**

*Mr. Scalora distributed the CM report (attached) for the elementary schools. Northeast Academy is nearing completion in sections with work continuing in the larger areas such as the Cafetorium. The CM is completing and working to punchlist.*

*At the Catherine Kolnaski School the CM has reviewed the scope of work for the classroom 14 conversion. The information has been distributed to the contractors for pricing.*

*The gym equipment bids for the elementary schools came in under budget and the contracts are being released.*

**4. Board of Education staff**

*Mr. Greenleaf said plans for classroom 14 at the Kolnaski School should be kept simple with mechanics left where they are for the eventual conversion back to support programs. At the moment 520 students are scheduled to attend the Catherine Kolanski Elementary School but the count will not be official until October 1st. Staff tours for the two elementary schools will begin this week.*

*Mr. Greenleaf told the Committee that change orders are being processed and most have been accepted by the State which Mr. Greenleaf attributed to good accounting. Mr. Greenleaf is working on moving ineligibles to the eligible category.*

**(d) Fitch High School****1. Department of Public Works staff**

*The new driveways are complete and striping will take place soon. Mr. Norris and the Project Team will do a walk through of the project next week with the Planning Department. A union contingency plan meeting was held to review the contingency plan changes, caused by opening the new driveway.*

**2. JCJ Architecture**

*No report.*

**P-2007-0003 Gilbane - CM Summary - Fitch High School**

*Mr. Manning distributed the CM report (attached) for Fitch High School. The schedule update*

performed in late July shows the project within the target completion date. The CM's main focus has been completing work in the old section of the school while students were on summer recess. The PA system being installed has its final test today and training on the system begins tomorrow. Areas disturbed by abatement are being addressed. Signage and site lighting will be completed for the start of school.

#### **4. Board of Education staff**

Mr. Greenleaf and GPS staff have been focused on the TS&E package for the High School. Comments on the package are due back to JCJ Architecture August 24th. A concern for the TS&E package is how it will work with existing systems. Other items of concern for Mr. Greenleaf are the PA system, parking and storage.

#### **5. RECEIPT OF SUBCOMMITTEE REPORTS**

##### **(a) School Building Phase II Committee report**

Mr. Webster told the PSBC that the Design Committee all received copies of the K12 Planning Study and have been discussing Middle School alternatives. The Design Committee was told that the BOE wants two middle schools. The group is planning a series of school tours on Saturday mornings.

#### **6. NEW BUSINESS**

Ceremonies for the opening of Catherine Kolnaski and Northeast Academy Elementary Schools were discussed. It has been forty years since the Town opened its last school and as this is a very special event it was decided that a Committee should be formed. The committee will include two members of the PSBC, two representatives of the BOE, a Town Council and a RTM member. The Committee report shall be a PSBC agenda item.

The next meeting of the PSBC is the regular meeting on September 6, 2007.

#### **7. ADJOURNMENT**

The meeting adjourned at 8:30 PM.