



# Town of Groton – Public Works

## Special Meeting Minutes - **DRAFT**

### Permanent School Building Committee

134 Groton Long Point Road  
Groton, CT 06340-4394  
Public Works Administration  
(860) 448-4083

Chairman Robert J. Austin-LaFrance, Michael Doyle, Jamie Giordano, Douglas K. Manfred, Christina Post,  
David E. Russell and Kevin Trejo

Thursday, November 30, 2017

7:00 PM

Town Hall Annex - Community Room 2

#### 1. ROLL CALL

*Members: Chairman Robert J. Austin-LaFrance, Michael Doyle, Jamie Giordano, Douglas K. Manfred,  
David E. Russell and Kevin Trejo*

*Staff: Rick Norris*

*GPS Representative: Sam Kilpatrick*

*Members absent: Christina Post*

*Introduction of new PSBC Members: Jamie Giordano (Parent of middle school student, Principal) and Doug  
Manfred (Middle School Teacher)*

*Introduction of new Project staff:*

*Tammy Hamelin (Project Manager, Arcadis) and Mark Jeffko (Project Executive, O&G)*

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

*Funding (Grant Commitment) letters have been received for all three schools*

*First request for progress payment has been submitted for the new middle  
school.*

*Architect's staff have begun the programming process with District staff.  
Verifying square footage rules (154,000 vs. 130,000. Programming to be  
completed by December 2017 and Schematic Design by March 2, 2018, with  
final design by mid-June 2018. Substantial completion will be in June of  
2020.*

*Construction Manager's contract is being prepared for signatures*

*Conditional acceptance of the proposed school site was received from the  
State*

*Proposals for Environmental Engineering Services were received on  
November 29<sup>th</sup> and will be evaluated*

#### 3. DISCUSSIONS

*The Members continued to discuss project criteria necessary to inform the  
architects as they proceed with design. Items included the overall appearance  
of the building, designing for future flexibility and potential expansion,  
building systems and sustainability considerations, specific features  
(auditorium). The Members were invited to walk the site on Saturday, 12/2 at  
11:00 a.m.*

#### 3. ADJOURNMENT

*Meeting was adjourned at \_\_\_\_\_*