

## **Town of Groton - Public Works**

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



### **Meeting Minutes (Long)**

**Thursday, September 19, 2013**

**7:00 PM**

**Town Hall Annex - Community Room 1**

### **Permanent School Building Committee**

*Chairman Rick DeMatto, Robert J. Austin-LaFrance, Michael Doyle,  
Robert K. Frink, Richard Monteiro and David Russell*

## 1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert K. Frink, Richard Monteiro and David Russell  
Members Absent: Robert J. Austin-LaFrance and Michael Doyle

*Staff: William Robarge, Director of School Buildings and Grounds, GPS and Stacey Leitch, Supervisor of Public Works Administration.*

*Also present: Allan Gaudet, PSBC Candidate*

*The meeting was called to order by Chairman DeMatto at 7:02 pm.*

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

*None.*

## 3. APPROVAL OF MINUTES

### a) August 15, 2013

*A motion was made by Mr. Russell and seconded by Mr. Frink to accept the meeting minutes of August 15, 2013 as written. The motion passed unanimously.*

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

### (a) PSBC Members

*None.*

### (b) Staff

*None.*

## 5. RECEIPT OF SUBCOMMITTEE REPORTS

### A. BOE Projects

*Mr. Robarge discussed the status of window leakage at Fitch High School. There have been 500 reports of leaks at 26 different sites since the building was opened. The window supplier, Cherry Hill, has offered to perform static air tests on windows selected by the Town. If no leakage is found they will charge \$1,200 for the test, otherwise there will be no charge for the test. The Town is considering this. Several windows have bowed and have missing flashing. The Town DPW will fix these at the direction of Gilbane. Mr. Russell expressed the need for design details for each window type for all future school building projects. Chairman DeMatto reiterated two lessons learned from the Fitch High School project; (1) The PSBC was led to believe by the project architect that the project budget was calculated to cover high quality components, this turned out to be untrue. Future project budgets must be carefully reviewed to assure that there is adequate funding allocation for quality components. (2) The project architect was chronically understaffed. This resulted in the inability to devote adequate time to critical tasks such as project status determination and reporting. In general, critical project management activities conducted by the architect were rushed and poorly done.*

### B. Town Council Appointed Projects

*P-2012-0008 Fitch High School Roof Replacement (2012-0090)*

*Mr. Robarge indicated that this project is on-track for completion in the summer of 2014. The architect, Noyes-Vogt, has been re-engaged to perform the redesign necessary to reflect the revised roof pitch. The plan is to resubmit the redesign to the State Bureau of School Facilities for their review. This is needed for State grant funding for the project. The project is expected to go out to bid in January 2014.*

*P-2012-000 Carl Cutler Middle School Portable Classroom Units (2012-0088)*

*Mr. Robarge reported that there was an issue with the slope of the asphalt walkway going out to the portables that was holding up receipt of State grant money. A CO was received for the portables and they are in use. The issue is that the slope exceeds 8%. Discussions with the contractor M. Space and the architect have not been successful. The issue is expected to go to litigation next week.*

**6. UNFINISHED BUSINESS**

*None.*

**7. NEW BUSINESS**

*Mr. Gaudet discussed the status of his appointment to the PSBC. He was endorsed by the Republican Town Committee and is awaiting Town Council approval.*

*Chairman DeMatto brought up the subject of tele-conferencing into PSBC meetings. It was agreed that, if implemented, it could be done by PSBC members on a case-by-case basis, for exceptional reasons only. Chairman DeMatto will confirm the legal aspects with the Town Clerk and Stacey Leitch will investigate the Town's policy on tele-conferencing and the potential use of Skype. The PSBC will review this at its next meeting.*

*Mr. Robarge reported that he is going to submit the capital project list for 2014. It will include the Fitch High School Roof project, discussed above, and the Charles Barnum Asbestos Abatement project.*

**8. OTHER BUSINESS**

*Chairman DeMatto met with the Town Manager on the subject of the PSBC revised Roles and Responsibilities to close-out concerns that the Town Manager had with some wording. The wording issue has been resolved with the Town Manager and the Roles and Responsibilities are expected to be presented to the Town Council in October for final approval.*

*Fitch High School has been identified as the site for the 2013 New England Robotics tournament which will be held on March 7 and 8. This event will involve significant support from the School Buildings and Grounds staff to implement the physical infrastructure needed for this event which includes: a raised floor in the school gym; work stations for metal work, booths, etc.*

*The PSBC still has to provide its endorsement of the use of school facilities requested by the Fitch Robotics Team (August 15 PSBC meeting).*

*Chairman DeMatto indicated that there was no School Initiative Task Force meeting since the last PSBC meeting in August. The next School Initiative Task Force meeting is scheduled for September 26.*

**9. ADJOURNMENT**

*A motion was made by Mr. Russell to adjourn the meeting at 8:22 pm.*