



Town of Groton - Public Works

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

Meeting Minutes

Permanent School Building Committee

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

Thursday, September 3, 2009

7:00 PM

Town Hall Annex - Community Room 1

Regular Meeting

1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, David Russell and John Webster
Members Absent: Gordon Lange and Richard Monteiro

Staff: Rick Norris, Project Manager - School Construction and Wes Greenleaf, Director of School Buildings & Grounds, GPS.

Others: Paul Kadri, Superintendent of Schools, GPS and Catherine Kolnaski, Town Councilor.

The meeting was called to order at 7:00 PM.

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

None.

3. APPROVAL OF MINUTES

a) June 25, 2009

A motion was made by Mr. Russell and seconded by Mr. Webster to accept the meeting minutes of June 25, 2009 as written. The motion passed unanimously.

4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

None.

(b) Staff

Mr. Norris distributed the latest Public Works report to the Town Manager on the School Building Project and reviewed the financial status of the projects. He updated the PSBC on the contract closeout status and the State audit process.

Mr. Greenleaf talked about warranty and maintenance work being performed in the three School projects. He also discussed the school population. The Department of Public Works built and additional 29 parking spaces at Catherine Kolnaski Magnet School over the summer break.

In discussions on the Fitch High School project, Mr. Norris updated the PSBC on the contract closeout process, the windows, and site work. The Committee was informed that handicap parking has been completed. Mr. Greenleaf told the Committee that gates have been installed for traffic control. He spoke about possible uses for the Merrit field. In the Home Arts classroom a 4th work station has been installed. The Committee was also told of Special legislation for technology.

5. RECEIPT OF SUBCOMMITTEE REPORTS

Mr. Norris updated the PSBC on the status of Phase II Design Committee work. Chairman DeMatto asked that the minutes reflect that design of new school buildings is done under the

oversight of the PSBC.

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

a) PSBC vacancy

Mr. Webster notified the Committee of his intent to submit a letter of resignation to the Town Clerk. The PSBC spoke about filling the positions vacated by Robert Morrison and John Webster. Committee members were asked to identify potential members and ask them to file an application with the Town Clerk.

b) Discussion to Implement an Evaluation Procedure for Decision Making Process

A process for capturing lessons learned from Phase I was discussed. The Committee feels that a Facilitator is necessary for this process.

8. OTHER BUSINESS

None.

9. ADJOURNMENT

The meeting was adjourned at 8:22PM.