



Town of Groton - Public Works

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Public Works
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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.

Thursday, December 6, 2007

7:00 PM

Town Hall Annex - Community Room 1

1. ROLL CALL

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

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

Gilbane Building Company: Peter Manning, Project Executive.

JCJ Architecture: Jeff Beatrice, Associate.

Also present Mark Oefinger, Town Manager.

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) November 15, 2007

A motion was made by Mr. LaFrance and seconded by Vice-chairman Lange to approve the meeting minutes of November 15, 2007 as written. The motion passed with one abstention by Mr. Webster.

4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

Chairman DeMatto attended a session presented by Barbara Tarbox, Town Clerk on Parliamentary Procedures. He distributed the handouts from the workshop to all the members of the PSBC.

(b) School Building Highlights (Project Team)

1. Project Budget

Mr. Norris distributed the DPW report with the status of the project contingencies and project expenditures as of December 6, 2007. There was a discussion on the reimbursements from the State. Mr. Norris said that the Project Team continues to work on the EDO49 with the State to recategorize items to qualify for reimbursement.

2. Project Schedule

Mr. Norris walked the Catherine Kolnaski and Northeast Academy Elementary School projects with the Town Planners. At Northeast there were a few minor items of concern, such as potential areas of erosion, that will be monitored over the winter but these items will not hinder the project from receiving its CO (Certificate of Occupancy). Mr. Beatrice finished his punchlist of area 1 at Northeast Academy and will work on Kolnaski. Next week areas 2, 3 and 4 at Catherine Kolnaski and areas 2 and 3 at Northeast Academy will be reinspected by the Building Inspector. The

elementary schools are on schedule for their opening.

(c) Northeast Academy and Catherine Kolnaski Elementary Schools

1. Department of Public Works staff

Mr. Norris spoke about the playscape installations at the elementary schools. The DPW completed the excavation work at Northeast Academy and the apparatus has been installed. . At Catherine Kolnaski the layout was started today and installation begins next week.

Mr. Norris told the Committee that GPS will be allowed to put teaching materials into the classrooms areas of the elementary schools next week. The goal is to allow teachers access to the buildings by December 17th.

Mr. Norris and the Project Team are working with the Fire Marshall on fire/water issues for Northeast Academy.

Mr. Norris also spoke with the PSBC about a press interview he gave on the School Building Projects.

2. JCJ Architecture

Mr. Beatrice told the Committee that JCJ is working with CCR Pyramid and the BOE on the TS&E (Technology) package.

3. Gilbane Building Company

Mr. Manning distributed the CM report for the elementary schools. The Committee was told that Northeast Academy is essentially complete with only a little bit of work remaining on the stage in the Cafetorium. The mechanical systems are in good shape. The fire alarm system is up and running. The elevator is being inspected on December 7th. The electrician is working on punchlist items, card access and building perimeter, for the security system. The building itself is secure.

At Catherine Kolnaski the classrooms are complete with minor punchlist items remaining. The work remaining on Kolnaski includes some Glass and Glazing on the Cafetorium and the entrance vestibule. Flooring in the Cafetorium and entrance are on an aggressive schedule. The floor will be installed tomorrow and waxing will begin over the weekend. The metal panels have been delivered and installation begins this weekend. The elevator will be inspected early next week. The fire alarm system will be inspected by the 11th.

4. Board of Education staff

Mr. Greenleaf spoke with the PSBC about the training and move schedule for GPS. The staff will have training classes in areas such as fire drills from 3:30 PM to 5:30 PM on December 11th and 12th. Staff visits to the school buildings will occur the week of the 17th between 3:30 PM to 7:30 PM. Open House for the parents is tentatively scheduled January 3rd.

Discussion then turned to the TS&E package. There are issues with a few items which do not meet the required specifications or did not include installation of the items. Some equipment has been cut to keep the TS&E package in budget and GPS will redistribute equipment from within the Groton school system. The Project Team continues to work with the consultants to analyze the package.

(d) Fitch High School

1. Department of Public Works staff

Mr. Norris told the PSBC that URS is conducting inspections looking for any asbestos that may complicate the demolition of portions of the older section of Fitch High School this spring. The Project Team will be reviewing drawings with the Town Planner to obtain the TCO (temporary certificate of occupancy).

2. JCJ Architecture

No report.

3. Gilbane Building Company

Mr. Manning presented an update on the Fitch High School project and distributed the CM report . Besides Glass and Glassing several other trades are being reviewed for potential overtime including the electrician and other MEP (sprinkler system, HVAC, etc) contractors. The curtain walls are going in on "Main Street" and the material for the lower windows are on site and ready to begin installation. The windows for stairwells 3 and 4 are expected soon. Millwork on the lower level is being installed. The casework for the science labs begin Monday. Flooring and Ceiling work on the lower level begin Monday. Main level Ceiling Grid work begins this week. Items such as lockers and marker boards are available and ready for installation.

Mr. Manning is working with the Project Team to create a list of items to be completed during the Christmas break.

4. Board of Education staff

Mr. Greenleaf told the Committee that the Fire Marshall will allow the deluge system located at the front of the stage in the auditorium be taken out of the fire system next year. Mr. Greenleaf also told the Committee that the new boilers are consuming a lot of fuel and he will do an analysis of the additional costs. DPW will take the additional fuel costs out of the project funds budgeted for temporary heat.

5. RECEIPT OF SUBCOMMITTEE REPORTS**(a) School Building Phase II Committee report**

No report.

(b) School Opening Celebration

Chairman DeMatto told the PSBC that the schedule for the "Opening Celebrations" for the elementary schools is as follows: Catherine Kolnaski Elementary School on Saturday, January 26, 2008 and Northeast Academy Elementary on Saturday, February 2, 2008. The events begin at 9:00 AM. The snow date for the events is Saturday February 9, 2008. There will be students participation in the event and tours of the new facilities conducted by staff.

6. UNFINISHED BUSINESS**1. Dedication Plaque**

Mr. Beatrice told the PSBC that a draft of the dedication plaques will be drawn up and he will provide a proof.

7. OTHER BUSINESS

The next meeting of the PSBC is Thursday, December 20th.

8. ADJOURNMENT

The meeting adjourned at 8:55 PM.