



# 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, Robert Morrison, David Russell, and John Webster.**

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Thursday, April 19, 2007

7:00 PM

Town Hall Annex - Community Room 1

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#### Regular Meeting

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#### 1. ROLL CALL

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

Members Absent: Robert Morrison and John Webster

Staff: Mark Oefinger, Town Manager, Gary Schneider, Director of Public Works, Rick Norris, Project Manager - School Construction and Colleen Quattromani, Recorder.

JCJ Architecture: Scott Ceella, Principal and Greg Smolley, Associate Principal.

Also present: Catherine Kolnaski, Town Councilor, David Miner, RTM Liaison and Beverly Washington, Board of Education Chairperson.

The meeting was called to order at 7:02 PM.

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

None.

#### 3. APPROVAL OF MINUTES

##### a) April 5, 2007

A motion was made by Mr. Monteiro and seconded by Mr. LaFrance to approve the minutes of April 5, 2007 as written. The motion passed with a vote of 4 - 0 and one abstention by Vice-Chairman Lange.

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

##### (a) PSBC Members

None.

##### (b) Gilbane Building Company

###### 1) Catherine Kolnaski and Northeast Academy Elementary Schools

Mr. Norris reviewed the following Gilbane written report on the two elementary school construction projects. Gilbane's submittal consisted of the project safety record, the schedule updates, purchasing report and construction highlights. Gilbane noted that they will have a schedule update that includes the window installation for the next PSBC meeting. Mr. Norris told the Committee that he attend the 200 safe work days celebration for the Northeast Academy Project.

In response to questions, Mr. Norris said the waterline for Aquarion is complete and that the Town Attorney is reviewing the easements for the utilities before they go to the Town Council. Now the focus for the staff and contractors is on the sprinkler system plan approval.

###### 2) Fitch High School

Mr. Norris reviewed the following Gilbane written report for the Fitch High School Addition. Gilbane's submittal consisted of the project safety record, the schedule updates, purchasing report

and construction highlights. The high school construction project has also achieved 200 safe work days. The projected completion date for the addition is 2/18/08. The schedule will be updated at the next PSBC meeting.

Mr. Norris noted the success of the "Topping Out" ceremony on April 12th and was one of the witnesses when the beam was put into place early the morning of April 19th. The event was taped by the Board of Education and will air on Channel 2.

**(c) JCJ Architecture**

**1) Catherine Kolnaski and Northeast Academy Elementary Schools and Fitch High School**

Mr. Smolley reviewed JCJ Architecture's following written report on the Compliance Plan for the Window Systems for each of the elementary school projects. The Plan aims to provide the level of safety deemed appropriate by the State of Connecticut while minimizing the impact to construction schedules and budgets for projects. Discussion followed and there were several questions by the general public present.

**(d) Board of Education staff**

**1) Catherine Kolnaski and Northeast Academy Elementary Schools**

No report.

**2) Fitch High School**

No report.

**(e) Department of Public Works staff**

**1) Catherine Kolnaski and Northeast Academy Elementary Schools and Fitch High School**

Mr. Norris submitted the Public Works Report which consisted of the Project Contingencies and Project Expenditures as of April 18, 2007 and the most recent Change Order Log. The reports follow.

The committee was provided a memo from the Director of Public Works describing how the web based information for the School Building Project can be accessed. The Town website now has PSBC meeting minutes, the Construction Manger's report, the Public Works Report and project photos.

**5. UNFINISHED BUSINESS**

**1) FF&E Package Costs**

In an update on the FF&E (Furniture, Furnishings and Equipment) package for the elementary school projects, Mr. Smolley said that a recap of the bid packages will be ready next week. JCJ and school staff are working on the FF&E package for the High School in preparation for the PCT review in May.

**2) Playscape Costs**

JCJ is working with Groton Public Schools to determine playscape design and will have a better idea of the budget for playscapes at the next meeting. Discussion followed on some of the materials that will be used.

**3) Sign Costs**

JCJ Architecture is looking at different options for the main signs at the schools considering budget and zoning requirements. They will bring the issue back to the PSBC in several weeks.

**6. NEW BUSINESS**

The next meeting of the PSBC is the regularly scheduled meeting of May 3, 2007.

**7. OTHER BUSINESS**

None.

8. ADJOURNMENT

*The meeting adjourned at 8:05 PM.*