



# Town of Groton - Public Works

134 Groton Long Point Rd  
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Public Works  
Administration  
(860) 448-4083

## Meeting Minutes

### Permanent School Building Committee

**Chairman Rick DeMatto, Robert J. Austin-LaFrance, Michael Doyle, Allan Gaudet and David Russell**

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Thursday, December 5, 2013

7:00 PM

Town Hall Annex - Community Room 1

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**1. ROLL CALL**

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Michael Doyle, Allan Gaudet and David Russell

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

*The meeting was called to order at 7:07 pm.*

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

*None.*

**3. APPROVAL OF MINUTES**

**a) November 21, 2013**

*A motion was made by Mr. Russell and seconded by Mr. Gaudet to accept the meeting minutes of November 21, 2013 as modified, New Business paragraph 2 to read: Mr. Robarge requested two members of the PSBC to support a committee being formed to review and revise the Emergency Action Plan for the Groton School System. Chairman DeMatto and Mr. Russell will represent the PSBC with Mr. Gaudet as an alternate. The motion passed unanimously.*

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

**(a) PSBC Members**

*Mr. Doyle shared the discussion that occurred at the Parks and Recreation Master Plan meeting on December 4th. Preliminary plans have been developed to build up to four multipurpose ball fields on the Town owned Merritt property. One option is to have the access road to the fields off Long Hill Road.*

*Chairman DeMatto received Mr. Frink's resignation letter from the Committee because of his election to the Town Council.*

**(b) Staff**

*None.*

**5. RECEIPT OF SUBCOMMITTEE REPORTS**

**A. BOE Projects**

*Mr. Robarge indicated that the architect, Noyes Vogt, will provide the missing Plan A1 and other State documents on Friday, December 6th. The Committee discussed the available plans A2 through A5. Mr. Gaudet note that in Detail 4A2 that the cant strip was noted to be removed and not later replaced. He also noted that there was only a 2' minimum overlap over the existing membrane, the 2 inch minimum did not appear to be sufficient. Mr. Robarge will discuss these comments and other questions with the architect on December 6th. Since Plan A1 was not available, the Committee plans to meet on December 19th to review the plans again. After review by members of the PSBC, the drawings will be submitted to the State Bureau of School Facilities*

*for their review and approval. State approval is needed to receive State funds for a percentage of the project costs.*

**B. Town Council Appointed Projects**

*(1) School Facilities Initiative Task Force, Chairman DeMatto let the Committee know that the next meeting will be on December 12th. There have been no meetings for the last couple of months.*

*(2) Groton School System Emergency Action Plan Review Committee: Mr. Robarge will inform Chairman DeMatto, Mr. Russell and Mr. Gaudet when the first meeting will occur.*

**6. UNFINISHED BUSINESS**

*Chairman DeMatto and the Committee discussed the background of the Rules and Responsibilities for the benefit of all members, brought the members up to date on the status of getting the updated PSBC Roles and Responsibilities accepted and placed into the Town listing of authorized Agencies, Authorities, Boards, Commissions, Committees and Councils, referred to as the "ABCs," replacing the current power and duties." It was agreed that in early February Chairman DeMatto will schedule a meeting with Town Councilor Frink, and the Mayor to address getting the PSBC Roles and Responsibilities accepted.*

**7. NEW BUSINESS**

*None.*

**8. OTHER BUSINESS**

*The next meeting of the PSBC will be on December 19, 2013. Start time TBD. If not 7 pm, special meeting will be called.*

**9. ADJOURNMENT**

*A motion was made by Mr. Russell to adjourn the meeting at 8:15 pm.*