



Town of Groton – Public Works

Meeting Minutes - **DRAFT**

Permanent School Building Committee

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

Chairman Robert J. Austin-LaFrance, Michael Doyle, David E. Russell and Kevin Trejo

Thursday, October 19, 2017

7:00 PM

Town Hall Annex - Community Room 2

1. ROLL CALL

*Members: Robert J. Austin-LaFrance, Michael Doyle, David E. Russell, Kevin Trejo
Staff: Rick Norris*

Meeting called to order at 7:00pm

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

None

3. APPROVAL OF MINUTES

A) Mr. Trejo moved to approve the September 21, 2017 meeting minutes. The motion was seconded by Mr. Russell. Motion was passed unanimously.

4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

The Chair received a letter of interest from Tai Soo Kim Partners (TSKP) Architects regarding the renovation of the existing Middle Schools.

Mr. Doyle reported touring the Merritt property.

(b) Staff

Mr. Norris reported on the review of the Architects "Changed Conditions" Proposal and award of the contract to SLAM. Arcadis is assembling the contract budget.

The Construction Manager candidates have been reduced to two (2) finalists. A scope review will be held with each on Tuesday October 24.

The State budget was discussed, and it continues to affect the ability to hire the Architect.

The Town Manager authorized the PWD to hire a surveyor to expedite the project. An A-2 metes and bounds survey is available, but elevations are needed.

The Town received an FOIA request from a citizen requesting to review project documentation. The initial ninety-six (96) hour response was sent and Mr. Norris is working with the Town attorney to determine what is releasable for inspection.

Mr. Norris reported no movement regarding the use of the property from the State Attorney General or OSCGR.

(c) Consultants

None

5. RECEIPT OF SUBCOMMITTEE REPORTS

None

6. UNFINISHED BUSINESS

Development of School Construction Criteria and Standards – list to be reviewed and expanded – notes to Mr. Norris for updating

- *Mr. Norris provided an updated version of the PSBC design criteria*
- *PSBC may need to advocate to Council starting project at risk (Architect fees) if budget is delayed any further*
- *Referendum SF=169,000 / Application=162,000 / Standard=154,000 – Square footage numbers from Ed Specs, Referendum and State Standards still need to be reconciled*
- *Diversity status and land approval are still open items*
- *FAA/OSTA input will be necessary*

School is a “Use by right” per zoning

Mr. Norris tabulated potential permit fee costs for discussion with Town officials. Rough total for Middle School is in the range of \$450,000 - \$480,000. Fire district costs would potentially add \$210,000 to \$220,000, bringing the exposure to \$660,000 - \$700,000. These costs are not reimbursable under the State grant.

The Committee discussed the review of Section 7 of the School Construction Standards and Development of Criteria. Mr. Norris provided an excerpt from a document Arcadis has used in the past to delineate the criteria. Assignments were made to committee members to review the Standards and update the criterial document: Mr. Norris - Introduction and general comments, Mr. Doyle – Sitework, Mr. Russell – Framing systems, Mr. Trejo – Wall and Ceiling Finishes and Mr. Austin-LaFrance – Foundations. The Committee acknowledges that time is of the essence on this task to have it available for the Architect at the onset of design.

Mr. Norris reported that the City and Town will waive building permit fees. Also reported that the Town Manager and Director of Planning is working with the Fire Department to have their fees waived.

7. NEW BUSINESS

None

8. OTHER BUSINESS

The next meeting will be November 2.

9. ADJOURNMENT

Meeting was adjourned at 7:45pm