



# 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, Jamie Giordano, Douglas K. Manfred, Christina Post,  
David E. Russell and Kevin Trejo

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Thursday, March 15, 2018

7:00 PM

Town Hall Annex - Community Room 2

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#### 1. ROLL CALL

*The meeting was called to order at 7:02pm. A quorum was present.*

- *Members Present: Chairman Robert J. Austin-LaFrance, Jamie Giordano, Douglas K. Manfred, Michael Doyle, and Kevin Trejo*
- *Members Absent: David E. Russell and Christina Post*
  
- *Staff: Rick Norris, Jack Butkus, Tammy Hamelin, Sam Kilpatrick*
  
- *Other: Roscoe Merritt*

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

*Mr. Merritt (RTM District 1) – offered comments on property for Middle School*

#### 3. APPROVAL OF MINUTES

- (a) Correction to March 1, 2018 meeting minutes – Sam Kilpatrick was in attendance*
- (b) Mr. Trejo moved to approve the March 1, 2018 meeting minutes. The motion was seconded by Mr. Doyle. Motion was passed unanimously*

#### 4. COMMUNICATIONS

*Chairman Austin-LaFrance reported on Town Council meeting where the land conveyance issue was tabled until March 27<sup>th</sup>, 2018. Info package is at Attorney General's office; we may receive feedback on March 16. Mr. Norris provided drawings and information to Town's Attorney to assist with the process.*

*Zel Steever provided a sketch to Public Works with concerns about the soils on the Middle School property. He was given erroneous information about designations on the GIS maps vs. actual wetlands, which discussion with Town staff was able to reconcile.*

*Letter received from Eastern Connecticut Conservation District regarding efforts by the Boy Scouts to create rain gardens as a service project. Will keep in mind for possible integration with projects.*

#### 5. REPORTS AND POTENTIAL ACTION

- a) PSBC Members:  
Reviewing Schematic Design documents – typos to be corrected.  
Chairman Austin-LaFrance asked if there was a response from the Fire District regarding the permit fee. There has been no response.*
  
- b) Staff and Program Manager:  
R. Norris – Site conversion status discussed. Easement language is moving forward. Upcoming meeting with State Department of Education regarding the details of the easement and driveway. Commissioning Agent posting will be on Sunday on the Town website and Department of Administrative Services. Qualifications and Proposals are due April 3.*

*J. Butkus – LEP selected – One (1) each to do Phase II at Cutler and West Side. Architect walk-thrus are complete, proposals have been received and the interviews will be on Tuesday and Thursday of next week. There is a wide variety of perspectives on fee, renovation versus replacement, fee savings amount if both projects are awarded to one firm. Fee will be considered after the interviews are completed. Reconciliation of Schematic design estimates may be complete by the PSBC meeting, April 5.*

c) *Consultants:*

*Meeting time change discussed – if 6pm works for SLAM & O&G, Chairman Austin-LaFrance will decide, with information, when this will start.*

**6. UNFINISHED BUSINESS**

a) *Middle School Building Criteria – effort is ongoing*

**7. NEW BUSINESS**

*None.*

**8. ADJOURNMENT**

*Meeting was adjourned at 8:00pm*