



# 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 J. Norris, Vice-Chairman Enrico DeMatto, Robert J. Austin-LaFrance, W. Gordon Lange, Richard Monteiro, Robert Morrison, and John Webster.*

Thursday, January 6, 2005

7:00 PM

Town Hall Annex - Community Room 1

#### Regular Meeting

#### 1. ROLL CALL

*The meeting was called to order at 7:01 pm. Mr. Austin-LaFrance arrived at 7:10 pm.*

Members Present: Chairman Rick J. Norris, Robert J. Austin-LaFrance, Vice-Chairman Rick DeMatto, Gordon Lange, Richard Monteiro and John Webster

Members Absent: Robert Morrison

*Staff: Gary Schneider, Director of Public Works, Wes Greenleaf, Director of School Buildings and Grounds, Lori Hammett, Project Management Specialist, and Colleen Quattromani, Recorder.*

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

*Mr. Keith Brothers, President of Laborers' Local 547 spoke concerning a letter sent to Chairman Norris. Mr. Brothers approached the PSBC to ask that a time be set for him to speak with the Committee along with other local union leaders about project labor agreements. The Committee agreed to hear Mr. Brothers at the PSBC meeting on February 17, 2005.*

#### 3. APPROVAL OF MINUTES

##### (a) December 16, 2004

**A motion was made by Vice-Chairman DeMatto, seconded by Lange, to accept the meeting minutes of December 16, 2004 as written.**

**The motion carried by the following vote:**

**Votes:** In Favor: 4 - Norris, DeMatto, Lange and Webster

Abstain: 2 - Austin-LaFrance and Monteiro

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

##### (a) PSBC Members

*A citizens group, Fort Friends, interested in the preservation of what they believe are Native American constructions on the "King" property was brought to the attention of PSBC Chariman Norris. Doug Schwartz, of Fort Friends, directed Mr. Norris to a website that explained the groups' concerns. Mr. Schwartz has asked to do a presentation for the PSBC and will be put on the agenda for January 20th.*

##### (b) Staff

*Mr. Greenleaf reported interest by the Board of Education in considering virtual science labs as a possible cost savings in the School Building Project. Though there are no such labs currently in use in Connecticut the technology is catching on across the country. The Board of Education is still getting feedback from teachers and the PSBC will be kept informed of the educators opinions and the feasibility of the concept. If the virtual labs prove practical it would cut down on the number of labs that need to be constructed and allow the rooms to be used for other subjects.*

*Mr. Greenleaf also reported that the Vision Committee had reduced the elementary school capacity from 550 to 450 students because of the strong feeling in the community for retaining neighborhood schools for younger students. The Committee discussed the ability of the schools to expand to meet student populations in the future. The Vision Committee also discussed the use of*

*the high school as a shelter during emergencies. Joe Sastre, Emergency Management Coordinator for Groton will provide input in this discussion.*

*Mr. Greenleaf spent six days at the high school with CES Engineers confirming systems layouts.*

**P-2004-0003 Construction Manager**

**CONSTRUCTION MANAGER**

*Mr. Schneider briefed the PSBC on the search for a Construction Manager as Advisor firm for the School Building Project. Thirteen firms submitted qualifications packages on January 4th and staff is set to choose between 3 to 5 of those firms for further consideration. Interviews of the chosen firms will take place on January 13th and 14th. Vice Chairman DeMatto, Mr. Lange and Mr. Webster have expressed an interest in attending.*

**P-2004-0011 Hazardous Material Consultant Engineer**

*There were sixteen submitting firms in the selection of the Environmental Engineering Services firm for the School Building Project. The five firms selected for further consideration are EnviroScience Consultants, Inc., HRP Associates, Inc., Tighe & Bond, Inc., TRC Environmental Corporation, and URS Corporation. The interviews of the Environmental Engineering firms will take place on January 24th and 25th. Mr. Lange, Mr. Austin-LaFrance and Mr. Webster have expressed interest in attending these interviews.*

**(c) Jeter, Cook & Jepson**

*Jeter, Cook and Jepson (JCJ) representative, Mr. Scott Celella was unable to attend the meeting due to the weather but sent several items for the PSBC to review. JCJ's submittals to the PSBC on January 6th included:*

- 1. A letter from the State Archaeological office regarding the school building sites. The State will conduct field reviews to assess the potential impact to known archaeological sites and determine if archaeological reconnaissance surveys are recommended. Mr. Smolley, of JCJ, is addressing the State's concern and will update the PSBC at the next meeting. The Committee has asked JCJ to explain the terms "field review" and "archaeological reconnaissance survey".*
- 2. An updated Project Task Status Report.*
- 3. Meeting notes from JCJ's Pre-Submittal Meeting with the Environmental Engineering firms for the School Building Project.*
- 4. Meeting notes from JCJ's mandatory Pre-Submittal Meeting for the Construction Management firm.*
- 5. Update Project Schedule.*

**5. RECEIPT OF SUBCOMMITTEE REPORTS**

**(a) Model School Subcommittee**

*No report.*

**6. UNFINISHED BUSINESS**

*Chairman Norris presented the Committee with portions of the Collaborative for High Performance Schools Best Practices Manual, Volume I and an excerpt from Volume II - Design by the Massachusetts Technology Collaborative. After some discussion the document was divided among the Committee members, who will review to become the group expert on their subjects to represent the PSBC when working with the architect for the School Building Project.*

**7. NEW BUSINESS**

*None.*

**8. OTHER BUSINESS**

*None.*

9. ADJOURNMENT

*The meeting was adjourned at 8:15 pm.*