



# Town of Groton - Public Works

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Public Works  
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## 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, August 18, 2005

7:00 PM

Town Hall Annex - Community Room 1

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#### Regular Meeting

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#### 1. ROLL CALL

*The meeting was called to order at 7:05 pm.*

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

Staff: Rick Norris, Project Manager - School Construction, Wes Greenleaf, Director of School Buildings and Grounds and Colleen Quattromani, Recorder.

Also present, David Miner, RTM Representative and Robert Peruzzotti, Board of Education Liaison.

#### 2. WELCOME

*Chairman DeMatto and the PSBC introduced themselves and participants in the School Building Project including Public Works staff, Board of Education staff, Jeter, Cook and Jepson and Gilbane Construction to the Town Council and Board of Education.*

#### 3. PRESENTATION OF SCHEMATIC DESIGN REPORT TO TOWN COUNCIL AND BOARD OF EDUCATION

*Greg Smolley, Director of Planning, for Jeter, Cook & Jepson Architects, Inc. presented the Schematic Design Report to the Town Council and the Board of Education. The presentation included a Program Summary, Site Plan, Floor Plans and Building Elevations for each of the school projects, Fitch High School, Northeast Academy and the Catherine Kolnaski School.*

*Following the slide presentation there were several questions. Marcia Ball Greenhalgh, from the Board of Education, asked about the effect of inflation in materials costs on the School Building Project. Mr. Smolley answered that JCJ redesigned the elementary schools and with the educational staff prioritizing their needs came up with a compact building without impacting the educational program. At the High School inflation costs were covered by reducing the square footage of the addition by taking out a few classrooms and redesigning the science labs and planning more renovations for the project.*

*Rita Vokman, of the Board of Education, asked about provisions for student supervision in unit 2 at the High School. JCJ had recognized the need for supervision in this area of the building and had discussed it with High School administrators. Mr. Smolley said that there are five offices that can be used for administration along the corridor across from the art rooms and the access to doors for supply rooms for the unit were highly visible to all in the area.*

*Ms. Vokman asked about playfields at the schools. Ms. Vokman pointed out that currently students travel from the High School down to Poquonnock Plains for soccer, etc. Ms. Vokman also expressed disappointment that the playfield for Northeast Academy, which is in a highly populated area of Town, is not scheduled for development during the school building project. Mr. Smolley answered for the High School first replying that the playfields are not being addressed during this phase of the project as the biggest accreditation issues for the High School are within*

the school building itself. Answering the concern for a playfield at Northeast Academy, Mr. Smolley said that part of JCJ's design contract includes completing the design for a playfield which may possibly be bid as an alternate in the school building project or be saved for construction at a later time.

Ms. Vokman also asked Mr. Smolley about security at the school and in particular security around restrooms. At the High School the plan calls for an open "airport" type design with the outside area for washing set up to be accessed without going through doors to allow sound to travel out and monitoring of students and a wing wall for privacy at the rear of the area for the urinals. Restrooms in the classroom wings of the elementary schools are being designed in a similar way with sinks in a visible area to promote hygiene among the students and allow a quick wash up on the way to lunch without all the students needing to enter the restrooms. Mr. Smolley also spoke with the group about JCJ's security consultant and the firm's qualifications and design recommendations.

Paulann Sheets, Town Council, had praise for the PSBC for their adherence to energy conservation and attention to environmental impact without compromising the educational goals for the school building project. Ms. Sheets also praised JCJ for their concise and clear presentation and their architectural design for the schools, especially the addition for the High School. Ms. Sheets question for JCJ concerned the use of the Merritt property which is planned for temporary parking during the construction at the High School. Many alternative spots for temporary parking were eliminated for being too far from the school especially during the winter months. Earlier demolition of some buildings was also considered but would demand installation of modular classrooms which is more costly. The architects also want to stay away from the east side of the building so that the buffer to the wetlands would not be affected. The placement of the main entrance near unit 2 during construction also played a part in determining where temporary parking should be placed.

Ms. Sheets asked if thought had been given to minimizing the impact of the temporary construction on the Merritt property so that the land could be restored to open space after the project is complete. Mr. Smolley went through the layout options considered and the materials reviewed for possible use in the construction of the temporary parking. When the parking need is over the plan is to remove the pavement and fill the area back in with the original soil, grade and seed. The area can then be used as a playfield. The parking lot should hold approximately 87 cars.

**4. RECESS**

After the presentation the PSBC recessed for ten minutes and reconvened the PSBC meeting at 8:45 pm.

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

None.

**6. APPROVAL OF MINUTES**

**(a) August 4, 2005**

A motion was made by Webster and seconded by Monteiro to accept the meeting minutes of August 4, 2005 as written. The motion was accepted with one abstention by Chairman DeMatto.

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

**(a) PSBC Members**

None.

**(b) Department of Public Works Staff**

For the Public Works Department, Mr. Norris reported a call from a neighbor of the Northeast Academy about the school location and said he would be talking to the person about his concern. The Committee was told demolition of the Freeman Hathaway building is anticipated for the fall.

*Gilbane has delivered boiler plate documents for the construction project and they are being reviewed by the Department of Public Works and will be sent to the Town Attorney. The Department received and reviewed the asbestos report from URS. Public Works and the Finance Department met with Blum Shapiro who will assist the Town with managing the State grants for the project.*

**(c) Board of Education Staff**

*Mr. Greenleaf reported the receipt of the acceptance letter from the State for the grant commitment for the High School project. Meetings have been held with the architect and the department heads at the High School and the principals at the elementary schools. Focus at the High School has been on unit 8 where queuing at the cafeteria and traffic flow is a concern. Mr. Greenleaf also met with Blum Shapiro about the document administration for grant compliance in the school building project.*

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

*Mr. Smolley began his report where the last PSBC meeting ended with the discussion on the chiller location at the High School. The Committee was given a handout from Acentech, JCJ's consultant for the HVAC systems, which gave their analysis on several location options with respect to the classrooms and a nearby resident. JCJ is working on the placement of all the rooftop equipment and should be able to show the Committee more detail and another chiller location option at the next meeting.*

*The Committee received plans for several of the areas highlighted for renovations. Mr. Smolley went over the details for renovations for the art rooms, unit 8 and the New Beginnings/boiler room area. Chairman DeMatto asked about provisions for community health facilities at the High School. Mr. Smolley said the OT/PT space in unit 8 would handle this service.*

**(e) Gilbane Construction**

*Mr. Manning, Project Manager for Gilbane, gave the Committee a summary of Gilbane's activities since the PSBC met on August 4th which included participating in several of the Schematic Design review meetings with JCJ and providing the Department of Public Works with sample documents for the construction contracts. Gilbane intends to have the documents and the bid packages done before the first of the year. Gilbane has also issued a site use plan which Mr. Norris is reviewing.*

**8. UNFINISHED BUSINESS**

*In addition to the regular meeting scheduled for September 1st, the PSBC has agreed to hold a special meeting on September 8th to receive JCJ's Design Development report.*

**9. NEW BUSINESS**

*None.*

**10. OTHER BUSINESS**

*None.*

**11. ADJOURNMENT**

*A motion was made by Vice Chairman Lange and seconded by Mr. Webster to adjourn the meeting at 9:57 pm.*