



# Town of Groton - Public Works

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Public Works  
Administration  
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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 3, 2006

7:00 PM

Town Hall Annex - Community Room 1

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#### Regular Meeting

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#### 1. ROLL CALL

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

Members Absent: Gordon Lange and Richard Monteiro

Staff: Rick Norris, Project Manager - School Construction and Colleen Quattromani, Recorder.

Gilbane Building Company: Peter Manning, Project Executive and Peter Scalora, Senior Project Manager.

JCJ Architecture: Greg Smolley, Principal.

The meeting was called to order at 7:04 PM.

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

None.

#### 3. APPROVAL OF MINUTES

##### a) July 20, 2006

A motion was made by Mr. Morrison and seconded by Mr. Russell to accept the minutes of July 20th as written. The motion carried unanimously.

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

##### (a) PSBC Members

None.

##### (b) Catherine Kolnaski and Northeast Academy Elementary Schools

###### 1) Gilbane Building Company

Mr. Scalora updated the Committee with Gilbane's latest information on the elementary school projects. Gilbane is mobilized at the Northeast Academy site and is still working on positioning the trailer at the Kolnaski site. Dan Smith has been assigned as the Superintendent for Northeast Academy School and will start there in mid-August. The Mechanical, Electrical, Plumbing Coordinator (MEP) will also start work on the projects this month.

There is now activity at both school sites. The abatement of the old Freeman Hathaway building is complete, demolition has begun and is expected to be finished by mid-August. Sitework began at the Catherine Kolnaski site this week with tree clearing. Chairman DeMatto asked what the protocol was for PSBC members wishing to visit the construction sites. Mr. Manning said that Gilbane requires a safety briefing for anyone entering the construction sites but once everyone is briefed the PSBC is welcome to visit at anytime. Mr. Manning and Mr. Scalora both told the Committee that they were very pleased with Fleet's beginning efforts at the site.

A spreadsheet with the updated construction estimates was distributed to the Committee. The

latest estimate now includes the final bid alternate selection and also the administrative costs to the project. A bid and budget analysis of alternates selected and bid comparison were also distributed for the PSBC to review.

## 2) JCJ Architecture

Mr. Smolley told the PSBC that Mr. Beatrice, JCJ's Project Manager, is working to file all the plans for Northeast Academy School as a last step before he becomes the on site Contract Administrator..

## 3) Board of Education Staff

In the absence of Mr. Greenleaf, Mr. Norris reported for the Board of Education. The PSBC was told that BOE member Archie Swindell wanted geothermal technology used in the School Building Project. The PSBC agreed that the technology should be considered in future projects but said that it was too late to try to include thermo technology in the current building projects.

The Board of Education Building Maintenance crew removed equipment from the Freeman Hathaway Building before its demolition for reuse in other school facilities.

## 4) Department of Public Works

Mr. Norris added his praise for the sitework contractor at Kolnaski. Among the issues Mr. Norris is working on for the Kolnaski construction site is the small access/service road that the Town shares with Groton Utilities. The area is in the Wetlands regulated area so an application will need to be filed with the Wetlands Agency. Town staff is also working on filing plans for the sidewalk on the west side of the entry road for the site.

At Northeast Academy Mr. Norris stated that Wetlands approval for the dry hydrant design will be needed. Chairman DeMatto asked if anything more had been done to establish a permanent answer to the water shortage for emergencies and was told that the Public Works Director has provided information to the Town Manager for formation of a task force to work on a solution.

A major focus for Town staff over the past month has been construction contracts and contract awards. Executing contracts will continue to use a large portion of the staff's time this month.

## (c) Fitch High School

### 1) Gilbane Building Company

Mr. Manning distributed a reconciled budget estimate cover sheet for the Fitch High School project, which showed an adjusted contingency to balance the budget. In schedule updates, the Committee was told that the projected completion date for the Fitch High School Addition is February 2008. The renovation and remainder of the project will be completed in August 2008.

The High School work has gone out for bid. Gilbane received bids and has made recommendations to award those contracts. The other bids are due in on August 16th and 23rd. Bids for such high ticket items as sitework, steel, and concrete, will be received on August 16th and Gilbane will have a better handle on the budget shortly thereafter.

Gilbane has developed revised cost reports formatting and have reviewed the reports with the Department of Public Works.

Work on the parking lots has started. Half of the work on the Merritt property has already been completed.

### 2) JCJ Architecture

Mr. Smolley told the Committee that the projects were reaching the stage were the PSBC could consider reverting to a once a month meeting for updates on budget and schedule.

### 3) Board of Education Staff

*The Committee learned that the Board of Education Building Maintenance crew was working with the parking lot contractors and installing wiring for lighting for the temporary parking lots.*

**4) Department of Public Works Staff**

*Mr. Norris is working on several concerns for the Fitch project. He is looking into purchasing builders risk insurance for the project and is working with JCJ Architecture on updating the EDO 49Rs. There is also still an issue to address for the State Traffic Commission (STC) with the Planning Commission.*

**5. UNFINISHED BUSINESS**

*Chairman DeMatto reminded the Committee that the next meeting of the PSBC has been moved to Thursday, August 24th, to allow staff to review bid results for the Fitch High School project before the group meets again.*

**6. NEW BUSINESS**

*None.*

**7. OTHER BUSINESS**

*Gilbane will present a safety briefing for the PSBC at the meeting on August 24th so that they may visit the construction sites during the school building projects.*

**8. ADJOURNMENT**

*The meeting was adjourned at 8:20 PM*