

**Town of Stonington
K-12 School Building Committee
Special Meeting Minutes
Tuesday, May 31, 2016
7:00pm
Central Office, Old Mystic, CT
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Members Present: Rob Marseglia, Chairman; Rob Sundman, June Strunk, Deborah Downie and Dan Oliverio

Late Arrival: Wendy Wilbert 7:11pm, Kathy Sanford, 8:04pm

Members Absent: Kate Rotella, Vice Chairwoman; Julie Holland, Secretary; and George Crouse

Recording Secretary: Sandy Tissiere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Bill King, Director of Operations and Facilities, Stonington Public Schools; Jim Sullivan, Director of Finance, Town of Stonington; Sean Jensen, Chuck Warrington, Colliers and Peter Manning, Gilbane

1. Call to Order

Chairman Marseglia called the meeting to order at 7:04pm.

2. Approval of Outstanding Meeting Minutes

The minutes from May 10, May 18 and May 26, 2016 were presented for approval. Mr. Sundman pointed out editorial corrections that needed to be made to the May 10 and May 18, 2016 minutes.

The following motion was made by June Strunk and seconded by Dan Oliverio:

Motion: To approve the outstanding meeting minutes from May 10 and May 18 as amended and May 26, 2016 as presented.

All: Aye

3. Public Comments

No comments

4. PMS Roof Bid Review – selection of lowest qualified bidder

In a meeting between DRA, Colliers and Commercial Roofing, there were clerical errors found in their bid. This resulted in Commercial Roofing withdrawing their bid. The committee and guests discussed low bids, bid withdrawals and bid bonds. Chuck Warrington said after Colliers and DRA met with Allied Restoration, it was their recommendation for the committee to go forward in hiring them for the Pawcatuck Middle School roof project.

The following motion was made by June Strunk and seconded by Wendy Wilbert:

Motion: To approve and accept the withdrawal of Commercial Roofing's bid.

All: Aye

The following motion was made by June Strunk and seconded by Wendy Wilbert:

Motion: To accept the bid of Allied Restoration for the Pawcatuck Middle School roof project for \$1,079,000.00.

All: Aye

The committee discussed the bonding process with Jim Sullivan. Mr. Sullivan explained how the bonding process worked.

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5. Process for Communication Between DRA and K-12 BC

Chairman Marseglia briefly spoke of his conversation with Jim Barrett of DRA regarding the creation of a Design Sub-committee. As Mr. Barrett was not present this item was tabled.

6. Mystic Air Quality – Monitoring of PMS Roof Hazardous Material Abatement

Chuck Warrington has requested a hard quote from Mystic Air Quality to monitor the Pawcatuck Middle School hazardous material abatement so this item was tabled for further discussion.

7. Schematic Design Comment discussion

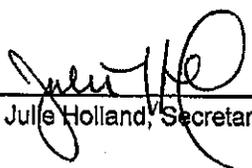
Chuck Warrington shared a compiled a list of questions and concerns from both the committee and others regarding the schematic designs of the elementary schools (attachment #1). On the list, Mr. Warrington highlighted the items that were reoccurring comments. The committee discussed the documents. Some of the concerns discussed were: the designation of spaces for programs; uniformity between the two buildings making them as similar as possible; the disparity of space between the two schools (Dr. Riley reminded the committee that Deans Mill School has a larger population and this will result in some difference in use of space); the size of the classrooms mirroring the educational specifications; the library at Deans Mill School being smaller in size then West Vine Street School; where was the location of the MDF/IDF computer closets at Deans Mill School and was Jason Jones, Technology Director, Stonington Public Schools being involved? (Mr. King told the committee that Mr. Jones will be working with DRA to ensure the technology needs of the schools is incorporated.); the many small offices at West Vine school, why are there so many? (Dr. Riley addressed this question telling the committee the placement of the special education offices in various locations took into consideration future usage needs as well. He also told the committee there should be a discussion around building some interior walls with the ability to be removed in the future if necessary, i.e. no electrical, heating needs located inside.); couldn't some of the small rooms be combined to form a larger shared space? (Dr. Riley explained putting more than one service/therapy isn't a conducive learning space.); the distance from the cafeteria to the teacher's breakroom and location of restrooms in relation to the teachers' breakroom. The location of some spaces were discussed in relation to building codes. Ways to incorporate more natural light into interior based classrooms was discussed by the committee. Sean Jensen spoke of windows being placed at the top of the rooms facing the corridor but reminded the committee this would result in additional costs. The committee agreed a Design Sub-Committee should be created to speak of these concerns with Jim Barrett, Dr. Riley and the principals of the elementary schools. June Strunk mentioned the possibility of geothermal heating and Mr. Warrington agreed if the committee was going to pursue this idea, the schematic design phase was the time. This idea will be brought to Jim Barrett.

8. Adjourn

The following motion was made by June Strunk and seconded by Rob Sundman:

Motion: To adjourn the meeting at 9:58pm

All: Aye


Julie Holland, Secretary

Document Review Comments			Phase/Comment Date	Source	Design Team Response	Response to Comments	Response Date	Next Required Action
Discipline/Item #	Document Location	Review Comment						
A 25	A0.0.1	Lone grade 5 classroom needs to move with other grade 5 classrooms	SD	BC:KS				
A 26	A0.0.1	Mech/elect/sprinkler needs to be downstairs for easy accessibility and cost savings	SD	BC:KS				
A 27	A0.0.1	How many students/grades will be using the cafeteria at the same time	SD	BC:KS				
A 28	A0.0.1	Music room same size and configuration as DMS with adequate storage	SD	BC:KS				
A 29	A0.0.1	Single bathroom needed in office area	SD	BC:KS				
A 30	A0.0.1	Current entrance area-can we use that area for square footage	SD	BC:KS				
A 31	A0.0.1	Windows in smaller offices for natural light	SD	BC:KS				
A 32	A0.0.1	Gym-6 baskets, scoreboard, potential bathrooms in each changing room	SD	BC:KS				
A 33	A0.0.1	PT room-what is going to be in it? How often will it be used? Need to be so big with the full size gym?	SD	BC:KS				
A 34	A0.0.1	Why is PT/OT separated DMS plan they are together	SD	BC:KS				
A 35	A0.0.1	K rooms- adequate storage esp for large nap mats	SD	BC:KS				
A 36	A0.0.1	Regulation sinks in custodial closets	SD	BC:KS				
A 37	A0.0.1	Why is one K room smaller than rest	SD	BC:KS				
A 38	A0.0.1	Can we get all special's downstairs	SD	BC:KS				
A 39	A0.0.1	Need another 2nd grade classroom downstairs/need Spec. Ed classroom upstairs	SD	BC:KS				
A 40	A0.0.1	Why are 1st and 2nd grade lockers outside the classroom when the kids are not allowed to leave the room unescorted. Would cubby spaces inside the room make more sense?	SD	BC:WW				
A 41	A0.0.1	What is a STEM room and why do you have to go through the library to get to it?	SD	BC:WW				
A 42	A0.0.1	Confirm with the Owner if the first floor main entrance and alternative public entrance near cafeteria should have automatic handicap door opener.	SD	Colliers				
A 43	A0.0.1	ED Spec. Calls out 30 students in the computer lab with a minimum of 520 sq. ft. space. Current design can only support 22 persons. this should be addressed	SD	Colliers				
A 44	A0.0.1	What does "1P", "40P", "38P", etc. mean?	SD	BC:RM				
A 45	A0.0.1	Where is the Title 1 room?	SD	BC:RM				
A 46	A0.0.1	Should there be more than one IDF space?	SD	BC:RM				
A 47	A0.0.1	Why does the office space look different than at DMS? Can we make these the same?	SD	BC:RM				
A 48	A0.0.1	In the office, there is not a space labeled "ST". This is not consistent with DMS. Why?	SD	BC:RM				
A 49	A0.0.1	What is the "Comp. Tech." space for? Is this space in the Ed Specs?	SD	BC:RM				
A 50	A0.0.1	The music room is not the same size as at DMS. Why?	SD	BC:RM				
A 51	A0.0.1	Please make the music storage room connected to the music room. like it is at DMS.	SD	BC:RM				
A 52	A0.0.1	The gym storage room is too small. Why is the DMS gym storage area at DMS larger?	SD	BC:RM				
A 53	A0.0.1	The mental health room is not in the Ed Specs. Is it listed as another name?	SD	BC:RM				
A 54	A0.0.1	Can the outside double door to the cafeteria be deleted?	SD	BC:RM				
A 55	A0.0.1	Why are all the classrooms in K and Gr. 1 different size than at DMS?	SD	BC:RM				
A 56	A0.0.1	The teacher's break room is not in the same location as it is in DMS. Why?	SD	BC:RM				

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A	110	A1.0.1	All the exterior elevation tags are labeled incorrectly or the drawing they note were not provided.	SD	Colliers				
A	111	A1.0.1	Confirm the exterior elevation tag detail numbers are correct.	SD	Colliers				
A	112	A1.0.1	Coordinate and show FFE for the building with the entire design team.	SD	Colliers				
A	113	A1.0.1	Provide separate demolition plan.	SD	Colliers				
A	114	A1.0.1	Provide separate hazardous material abatement plan.	SD	Colliers				
A	115	A1.0.1	Several exterior and interior wall notes refer you to Structural Drawings which are not provided.	SD	Colliers				
A	116	A1.0.1	Confirm E-3 and E-4 conform with requirements of the AHJ and Fire Department. Review NFPA 135 requirements.	SD	Colliers				
A	117	A1.0.1	Confirm the description of E-2, E-3 and E-5 notes related to metal framing are clear and coordinated with structural requirements.	SD	Colliers				
A	118	A1.0.1	Confirm that no sealants or acoustical sealants are required in any of the interior wall construction systems.	SD	Colliers				
A	119	A1.0.1	ED Spec. requires grades 1-2 to have a minimum floor plan that allows 900 sq. ft., design space is approximately 100 sq. ft. less in these classrooms	SD	Colliers				
A	120	A1.0.1	ED Spec. calls out specific floor plan sq. footage for the administration and nurses area the current design varies significantly through out this space.	SD	Colliers				
A	121	A1.0.1	ED Spec. requires a minimum of 1200 sq. ft. for PK and K class rooms current design indicates two - three hundred sq. ft. less in these spaces	SD	Colliers				
A	122	A1.0.1	ED Spec. indicates that 150 sq. ft. is needed for storage in the music room, current design has no storage room for music.	SD	Colliers				
A	123	A1.0.1	The numbers for the square footage of each space do not agree with the numbers shown on Sheet A0.0.1. Why?	SD	BC:RM				
A	124	A1.0.2	Review acoustical treatment(s) for Grade 5, Sp. Ed and Conf. rooms above Music Room and Sprinkler/Boiler.	SD	Colliers				
A	125	A1.0.2	Provide FFE for both sides of the building.	SD	Colliers				
A	126	A1.0.2	Review acoustical treatment(s) for Grade 3-4 and Sp. Ed rooms above Mech. Room.	SD	Colliers				
A	127	A1.0.2	Provide separate demolition plan.	SD	Colliers				
A	128	A1.0.2	Provide separate hazardous material abatement plan.	SD	Colliers				
A	129	A1.0.3	Provide locations for overflow scuppers or auxiliary drains.	SD	Colliers				
A	130	A1.0.3	Provide ladders to allow travel between roof levels.	SD	Colliers				
A	131	A2.1.1	ED Spec. states that corridors and public gathering areas should provided natural light as much as practical. The gymnasium has one exterior window and more could be provided. The potential public entrance adjacent to the cafeteria also does not have windows and could.	SD	Colliers				
A	132	A2.1.1	Existing cafeteria - love that windows are being added to one wall (per East Building Elevation). Is there a reason they can't be added to the opposite wall (shown on West Building Elevation).	SD	BC:DD				
A	133	A3.2.1	Two details are labeled as 4.	SD	Colliers				
A	134	A3.2.1	Detail 4 with about 6 feet of EPDM applied on the walls needs the fastening and additional adhesion strips noted.	SD	Colliers				
A	135	A-F1.0.1	Supply room and sprinkler room on first floor have no finish floor marking similar to the roof. This detail should be provided. Consider painting the floors.	SD	Colliers				

STONINGTON SCHOOL DISTRICT DEANS MILL ELEMENTARY SCHOOL

Project Design Review Comments
May 25, 2016

Discipline Legend:

A= Architectural	O= Other
C= Civil	P= Plumbing
D= Data/Tele	SE= Structural
E= Electrical	N= Site Utilities
F= Fire Protection	SP= Specification
H= HVAC	K= Kitchen
L= Landscaping	

Please Legend:
SD=Schematic Design 4/29/16

Action Codes:
Open=further action required
Closed=no further action required

Document Review Comments

Design Team Response

Discipline	Document Location	Review Comment	Phase/Comment Date	Source
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Response to Comments	Response Date	Next Required Action
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A	1 General	There is no uniformity between the two buildings and I was under the impression that this was a parameter set by the committee. For example, Deans Mill has 32 classroom spaces overall, West Vine has 28, Deans Mill has 11 small break-out/special education rooms, West Vine has 7, one School has the teacher's break room near the cafeteria, the other one does not, etc., etc.	SD	BC:WW			
A	2 General	I feel as if these buildings are being designed around opening day and not taking into account flexibility of space to serve the students and community into the future. For example, I would like to see the smaller rooms grouped together with perhaps retractable walls for flexibility of use.	SD	BC:WW			
A	3 Cover Sheet	Remove MEP from below Awarding Authority block/area.	SD	Colliers			
A	4 A0.0	Provide Key Notes.	SD	Colliers			
A	5 A0.0	Complete the required calculations for all egress capacities.	SD	Colliers			
A	6 A0.0	Complete plumbing fixture count.	SD	Colliers			
A	7 A0.0	Coordinate fireproofing note with project specification index.	SD	Colliers			
A	8 A0.0.1	No MDF/IDF	SD	BC:KS			
A	9 A0.0.1	Big storage area needed for Spec. Ed. Items such as special chairs, wheelchairs, etc...	SD	BC:KS			
A	10 A0.0.1	Specialty Office - What is this for?	SD	BC:KS			
A	11 A0.0.1	How is office 1000 square feet, yet library above is 2260 square feet?	SD	BC:KS			
A	12 A0.0.1	Is there a need for STEM space in library?	SD	BC:KS			
A	13 A0.0.1	Add one HC accessible bathroom in specials area- maybe where speech is located.	SD	BC:KS			
A	14 A0.0.1	List square footage of each room.	SD	BC:KS			

Document Review Comments				Phase/Comment Date		Source	Design Team Response			Next Required Action
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A 15/A0.0.1		Special Ed Classroom upstairs.	SD	BC:KS						
A 16/A0.0.1		Teacher's room in strange area - needs to be on 1st floor with teacher's bathroom near by.	SD	BC:KS						
A 17/A0.0.1		Address the fire code with having library upstairs according to code, if pre-k through 2nd is using the space, grades 3, 4, 5 can not be utilizing the space.	SD	BC:KS						
18/A0.0.1		Gym - 6 basketball hoops, is there a scoreboard	SD	BC:KS						
A 19/A0.0.1		Are there enough fire exits out of the gym?	SD	BC:KS						
A 20/A0.0.1		Possibly 1 bathroom in each of the changing rooms.	SD	BC:KS						
A 21/A0.0.1		Cafeteria - does it need another exit for fire code?	SD	BC:KS						
A 22/A0.0.1		How many kids will be eating in the cafeteria at the same time	SD	BC:KS						
A 23/A0.0.1		Can mechanical room/sprinkler system located in same area?	SD	BC:KS						
A 24/A0.0.1		Are there enough upstairs stairwells to exits to meet code?	SD	BC:KS						
A 25/A0.0.1		What is comp/plech room upstairs?	SD	BC:KS						
A 26/A0.0.1		What is the square footage of the upstairs classrooms that have smaller offices embedded in them?	SD	BC:KS						
A 27/A0.0.1		Windows for the inside office spaces?	SD	BC:KS						
A 28/A0.0.1		Why is there a title 1 classroom?	SD	BC:KS						
A 29/A0.0.1		What is the SP/PEd upstairs	SD	BC:KS						
A 30/A0.0.1		Any plans for the porch area for potential square footage?	SD	BC:KS						
A 31/A0.0.1		Anyway to get all specials downstairs to abide by fire code?	SD	BC:KS						
A 32/A0.0.1		Would like a list of rooms and square footage.	SD	BC:KS						
A 33/A0.0.1		Why can't two original structures be renovated as new exactly the same?	SD	BC:KS						
A 34/A0.0.1		Office suites should be duplicate, as well as library, art, music, storage, etc.	SD	BC:KS						
A 35/A0.0.1		Would be helpful to K-12 committee to get an understanding of who is using office space and how often, how many students are working in a group such as speech, etc, reading, psych, spec. Ed.	SD	BC:KS						
A 36/A0.0.1		Why are the 1st and 2nd grade lockers outside the classroom when the kids are not allowed to leave the room unescorted. Would cubby spaces inside the room make more sense?	SD	BC:WW						
A 37/A0.0.1		What is STEM and why do you have to go through the library to get to it?	SD	BC:WW						

Document Review Comments			Phase/	Source	Design Team Response	Response Date	Next Required Action
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A 56/A0.0.1		What is the "CAN" room in the kitchen area? "CAN" is not in the list of abbreviations.	SD	BC:RM			
A 57/A0.0.1		Can the outside double door to the cafeteria be deleted?	SD	BC:RM			
A 58/A0.0.1		The supply storage areas accessed from outside the building are too small. Can we add a shed to each site for lawnmower/snow removal equipment?	SD	BC:RM			
A 59/A0.0.1		Can we add a walk-in freezer and walk-in refrigerator to the kitchen area?	SD	BC:RM			
A 60/A0.0.1		What is the space to the right of the elevator?	SD	BC:RM			
A 61/A0.0.1		What is currently in the space labeled: "Work Room/Book Stor." on the 2nd floor?	SD	BC:RM			
A 62/A0.0.1		Please label each office space by usage.	SD	BC:RM			
A 63/A0.0.1		Currently art room has a small storage room/kiln room. New plan A0.0.1 doesn't show that although it is shown on EQ-1. Confirming that small storage/kiln room is there - seems important with regard to safety and storage needs.	SD	BC:DD			
A 64/A0.0.1		The DMS plan has a music storage room (large) and there is no similar storage room at WVSS. What is the rationale for having one at DMS and not having one at WVSS?	SD	BC:DD			
A 65/A0.0.1		Like WVSS, suggest building out current foyer area for additional classroom area.	SD	BC:RS			
A 66/A0.0.3		Why is there a shower? Is this in the Ed Spaces?	SD	BC:RM			
A 67/A1.0.1		In the Sp. Ed. and Spch. Rooms define the acoustical scope/treatment to ensure these rooms are usable when the Music and Mechr. Are in use/operation at the same time.	SD	Colliers			
A 68/A1.0.1		Define the acoustical treatment required between the Music and OT PT Rooms.	SD	Colliers			
A 69/A1.0.1		Consider the use of a screen wall or partition in the Ch. Rm. Off the Gym.	SD	Colliers			
A 70/A1.0.1		Provide the results from the destructive testing and investigation of the existing building.	SD	Colliers			
A 71/A1.0.1		Confirm that E-1 will work for infilts in the existing building.	SD	Colliers			
A 72/A1.0.1		All the exterior elevation tags are labeled incorrectly or the drawing they note were not provided.	SD	Colliers			
A 73/A1.0.1		Coordinate and show FFE for the building with the entire design team.	SD	Colliers			
A 74/A1.0.1		Provide separate demolition plan.	SD	Colliers			

Document Review Comments			Phase/	Comment	Source	Design Team Response	Response to Comments	Response Date	Next Required Action
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A 112 EQ-1		Verify changing room equipment with school. Benches and/or cubbies would be useful in these spaces.	SD		Colliers				
A 113 EQ-1		Will there be bleachers on the left side of the gym?	SD		BC:RM				
A 114 EQ-1		Will there be a scoreboard in the gym?	SD		BC:RM				
A 115 EQ-2		Verify removal of stage from cafeteria is desired by the school.	SD		Colliers				
A 116 EQ-2		Revisit design of kitchen exit. Current design has milk cabinets blocking the exit from the east food serving counters.	SD		Colliers				
A 117 EQ-2		Evaluate design of partitions in lobby bathrooms and whether wall to wall partitions are required or whether or not a partition going halfway into the room would be acceptable.	SD		Colliers				
K 118 EQ-2		Review the flow, types and locations of the entire kitchen area.	SD		Colliers				
A 119 EQ-2		Walk-in in freezer/fridge in kitchen area.	SD		BC:RS				
A 120 EQ-3		Verify the library/ computer lab design with the school. The computer lab does not provide space for a screen for a teacher to lead a class, and it is a smaller space than what the school currently has for a computer lab.	SD		Colliers				
A 121 LM		Where will the outdoor maintenance supplies and equipment be housed, (i.e. tractor, weed wacker, gas, etc.)?	SD		BC:KS				
A 122 LM		Is there a design plan for the Leslie Buck garden?	SD		BC:KS				
A 123 LM		Clearer understanding of traffic flow for parent drop off	SD		BC:KS				
A 124 LM		Parking - too much.	SD		BC:KS				
A 125 LM		At one point I believe the committee was told by the principals that the pre-k students needed a separate outdoor playground area from all other students. Is this no longer true?	SD		BC:WW				
C 126 LM		Provide existing plan with survey information.	SD		Colliers				
C 127 LM		The parking lot at Deans Mill has too many dividers complicating snow removal. Please remove the necessary dog bone shaped dividers.	SD		BC:WW				
C 128 LM		It was very difficult to read the legend and find reference to the parking lot lighting. If I am reading the markers correctly, Deans Mill seems to have adequate lighting while West Vine's farthest parking lot seems very inadequate.	SD		BC:WW				

Document Review Comments

Discipline/ Item #	Document Location	Review Comment	Phase/ Comment Date	Source
K 201	Specification	Provide project outline and description.	SD	Colliers
P 202	Specification	Provide project description for systems.	SD	Colliers
SP 203	Specification	Provide hazardous material report and test results.	SD	Colliers
SP 204	Specification	Provide geotechnical report.	SD	Colliers
SP 205	Specification	Review potential for Radon gas.	SD	Colliers
SP 206	Specifications	Ensure warranties meet renovate-to-new expectations.	SD	Colliers

Design Team Response

Response to Comments	Response a Date	Next Required Action