

**Town of Stonington
K-12 Building Committee
Meeting Minutes
Thursday, October 16, 2014
7:30 pm
Stonington High School Media Center**

Members Present: Rob Marseglia, Chairman, Julie Holland, Secretary, Bill Sternberg, Deborah Downie, Kathy Sanford, Rob Sundman and June Strunk

Late Arrival: 7:56pm George Crouse,

Recording Secretary: Sandy Tissiere

Guests and Citizens: Jim Barrett, AIA and D. Paul Moore, AIA - Drummey Rosane Anderson, Inc; Paul Sartor, Bill McIntosh - Sotheby's Realty and Stonington High School students

1. Call to Order

Rob Marseglia, Chairman, called the meeting to order at 7:32pm

2. Approval of Outstanding Minutes

The following motion was made by Julie Holland and seconded by Bill Sternberg:

Motion: To approve the minutes from July 15, and October 6, 2014 with the amendment of item number 5: Select an Architect, change Bill Sundman to Rob Sundman.

All: Aye

3. Overview of Property Located at 126 S. Broad Street

The committee discussed a property that had previously been for sale located at 126 S. Broad Street, Pawcatuck, CT. Bill McIntosh, a realtor with Sotheby's realty attended the meeting to discuss the property. Mr. McIntosh told the committee the parcel is 26 acres with some wetlands. The group shared ideas around the logistics of the property and it's viability for a middle school. He explained the history of the property and why it has been for sale. Other parcels of land around town as potential sites for a middle school were discussed as well. It was decided that members of the committee would make an appointment with Mr. McIntosh to walk the South Broad Street property inviting Mr. Barrett from DRA.

4. Kick-off Discussion w/DRA Architect

Chairman Marseglia welcomed Jim Barrett, AIA and D. Paul Moore, AIA from Drummey Rosane Anderson, Inc.,(DRA), the architectural firm chosen for the elementary schools modernization project. Mr. Barrett distributed the projected timeline to the committee (attached). The conversation included initial expectations of the committee, the goal of recommendation to the community, the project schedule leading to referendum and timeline. The first steps of the timeline were discussed. Mr. Barrett will contact Bill King, SPS Business Office Manager, regarding specifications of all the buildings in the school district. His firm will also tour the schools. Mr. Barrett presented a summary of how a community presentation is held and it was decided the high school commons would be the best venue. There will be a committee meeting on Thursday, November 6, at 7:00 at the SPS Central Office to discuss progress and next steps. The first community presentation is scheduled for Thursday, November 18 in the Stonington High School Commons.

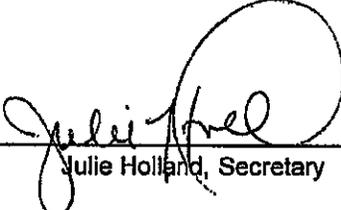
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5. Adjournment

The following motion was made by June Strunk and seconded by George Crouse:

Motion: To adjourn the meeting at 9:07pm

All: Aye



Julie Holland, Secretary

Stonington Public Schools - Elementary School Modernization Program - Preliminary Phase

Proposed DRAFT Schedule



OCTOBER 2014- DRAFT

Month	OCTOBER				NOVEMBER				DECEMBER				JANUARY			
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4
STEP 1 INVESTIGATE	<ul style="list-style-type: none"> 1 Kick-off Meeting 2 Review Existing plans and reports 3 Code Requirements Summary 4 First Site Visit - two days Photographs, DRA with Structural Engineer, Cost Estimator, and Site/Civil Engineer 5 Second Site Visit and Meetings - consecutive days DRA with CES Engineers 6 Programming meetings to establish Educational Needs - two days 															
STEP 2 EVALUATE	<ul style="list-style-type: none"> 1 Generate List of Proposed Improvements at all Buildings Full Team, coordination meeting 															
STEP 3 OPTIONS	<ul style="list-style-type: none"> 1 Gather input on List of Improvements From SPS, K-12 Building Committee, Staff, Faculty, Administration 2 Develop Options Meeting with K-12 Building Committee 3 Finalize list of improvements; prioritize Coordinate with Consultant Team / K-12 Building Committee 4 Develop System-Wide Educational Resource Deployment Options Coordinate with Consultant Team / K-12 Building Committee 5 Facilitate Community Workshops 1st - Listening / 2nd - Options and Alternatives / 3rd - Recommended Strategies 															
STEP 4 ESTIMATE	<ul style="list-style-type: none"> 1 Draft Estimate 2 Meeting with K-12 Building Committee 3 Final Cost Estimate 															
STEP 5 REPORT	<ul style="list-style-type: none"> 1 Report Preparation to 90% draft Meet to present report findings and options / alternatives 															
STEP 6 REEVALUATE	<ul style="list-style-type: none"> 1 Gather comments on 90% draft Phone, email, informal meeting if needed; additional site visit if needed 2 Report Revisions; to 95% draft 															
STEP 7 UPDATE AND PUBLISH	<ul style="list-style-type: none"> 1 Gather comments on 95% draft Phone, email, informal meeting if needed 2 Report Revisions; to 100% Final. Publish Final Report Presentation Meeting - Public Meeting 															
MEETINGS	<ul style="list-style-type: none"> 1st Client Meeting (with informal meeting with School Facilities Administrators) Meetings with building Stakeholders Consultant Coordination meeting Consultant Coordination meeting K-12 Building Committee meeting First Workshop Second Workshop K-12 Building Committee meeting K-12 Building Committee meeting K-12 Building Committee meeting K-12 Building Committee meeting JAN 15th - DRAFT Building Committee K-12 Building Committee meeting 															