RECEIVED FOR RECORD
STONINGTON, CT.
16 OCT 28 PM 12:23
CYNTHIA LADWIG
TOWN CLERK

Town of Stonington
K-12 School Building Committee
Special Meeting Minutes
Thursday, October 20, 2016
6:00pm
Central Office, Old Mystic, CT

Members Present: Rob Marseglia, Chairman; June Strunk, Deborah Downie, George Crouse, Rob Sundman, Bob Mitchell, and Debra Widmer
Late Arrivals: Wendy Wilbert 6:19pm, Kathy Sanford 6:30pm, Julie Holland, Secretary; 6:38pm and Dan Oliverio, 6:38pm
Members Absent: Kate Rotella, Vice Chairwoman
Recording Secretary: Sandy Tissiere
Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Jim Sullivan, Director of Finance, Town of Stonington; Chuck Warrington, Colliers; Anwar Hossain, DRA; Peter Manning, Gilbane and Dan Kroeber, Milone and McBroom

1. **Call to Order**
   Chairman Marseglia called the meeting to order at 6:04pm.

2. **Approval of outstanding meeting minutes**
   The minutes from October 11, 2016 were presented for approval.
   The motion to approve the minutes was made by Deborah Downie and seconded by George Crouse. Rob Sundman noted he was marked as present and did not attend and asked about item 4.d. regarding the type of material that can be used for interior walls. Discussion around the wall changes were explained by Anwar Hossain and Chuck Warrington regarding the structural reasoning of why the walls should be of a solid material. The core walls of the classrooms will be CMU, special instructional spaces will be gypsum board.
   Motion: To approve the minutes from October 11, 2016 as amended.
   All: Aye

3. **Seating Alternatives**
   Bob Mitchell was seated as an alternative for a quorum.

4. **Review Letter of Appreciation**
   Tabled

5. **Approval of Invoices**
   Tabled

6. **DRA Report**
   a. Detailed design completion summary and review of comments.
      Anwar Hossain shared the details of the Architect's Report (attachment #1).
      Item #1: The Inlands Wetlands Commission passed the Deans Mill School drainage plan.
      Item #2: There was a Police Commission meeting where the question was raised about a

Town-Wide IT/Security Protocol being established. The committee discussed how to move forward with a town/school-wide safety protocol. Van Riley will reach out to the Selectmen for direction. Anwar Hossain will provide a list of questions and a deadline.
Item #3: Planning and Zoning approved the Deans Mill School plan on 10/18/16 so the parking lot and landscaping have to remain as designed. Chairman Marseglia said he has approached Planning and Zoning regarding their parking regulations. Planning and Zoning told Mr. Marseglia to put in writing the requested changes to the parking lot and landscaping and if submitted in time, it might be considered.
Item #4: There was a meeting with the administration and user group and there was a lot of detailed feedback. Mr. Hossain said there are still some minor revisions to be made to move things along. There were some questions about an email from Allison VanEtten, Director of Special Services, regarding the design layout of specific areas. Dr. Riley reported these items had been addressed. Peter Manning mentioned these type of items were part of design contingency.
Item#5: DRA has contacted Carlisle Roofing Company regarding maintaining the warranty of the Deans Mill School's roof. The committee discussed the cost of maintaining the warranty versus replacing the roof. The committee reached a consensus of maintaining the warranty at a cost of $225,000 to be the most cost effective.
Item 6: Dr. Riley stated this issue has been addressed.
Item #7: Mr. Hossain requested a joint meeting to discuss the refurbishing of existing brick work in both schools.

The Design Development Review Comments were distributed (attachment #2) for review. West Vine Street School was discussed first.
Comments #1and 2: Dr. Riley reported the separate entrance for Pre-K and Kindergarten and the second comments about parking spaces had been resolved.
Comment #3: Chuck Warrington reported the designers responded to what is being powered by the generators, setting the capacity at 200KW for 48 hours.
Comment #4: Anwar Hossain answered electrical and water hook-up to the Sensory Garden is in the plans.
Comment #5: Addressed earlier in the meeting.
Comment #6: This was resolved at the administration and users meeting.
Comment #7: The length of the track and types of materials to be considered was discussed.
Deans Mill School
Comment #1: Discussed earlier in the meeting.
Comment #2: Various options of materials for median divider in the bus drop off was discussed. Careful consideration of what is placed there to ensure safety.
Comment #3: The committee discussed this concern will not be an issue as parents have to park and walk their children into the school for sign in.

Rob Sundman commented about the need for the right amount of accessibility and availability for Ethernet at West Vine Street School. Anwar Hossain assured him this is in the plans with flexibility built in for the future needs for both schools. Types of materials for the playground surfaces was discussed, the consensus of the committee is wood chips.

b. Construction Document Preparation
The committee's concerns with consenting to enter the construction document preparation phase was what happens if additional design changes needed to be made. There was also concern around the security systems protocol not being developed and what would happen if things change when a decision is made. Anwar Hossain explained State security requirements will be met in the schools and additional flexibility will be in place in anticipation of when town/schools protocol is developed. Mr. Hossain also told the committee, the majority of needed changes have been done in the design development phase and, if anything else required changing, it could be done in construction document phase.

The following motion was made by George Crouse and seconded by Wendy Wilbert:
Motion: To authorize DRA to begin construction drawing preparation with town protocols for a town-wide security system to be determined.
All: Aye

7. **Site Design Summary**
Dan Kroeber presented an overhead drawing depicting Deans Mill School and the design to manage water run-off from rain, snow, etc. Mr. Kroeber explained the water detention basins and how they functioned. The West Vine Street School was more challenging because there isn't as much room. West Vine Street School's design requires underground detention basins. Deans Mill School has already gotten town approval. The West Vine Street School design will need approval by the town engineer before being submitted to Wetlands and Planning and Zoning.

Mr. Kroeber explained to the committee when his company, Milone and MacBroom, were hired to create systems to ensure proper water drainage from the sites, they didn't anticipate the scope of the project. The drainage systems for Deans Mill School was relatively straight forward. However, West Vine Street School's site turned out to be much more of a challenge ensuring it will meet town code and standards. As Milone and MacBroom has spent more time then estimated, they are requesting additional funding. The estimated cost total is 25 to 30 thousand dollars but they would be willing to accept half of that amount. The committee discussed with Mr. Kroeber the extent of work done. Chairman Marseglia said as this item was not on the agenda, it would need a formal proposal for a change order and an invoice presented at another meeting.

8. **OPM Update**
   a. Reconciliation of design development estimates
   Chuck Warrington will present a modified value engineering log at the next meeting.

   b. Hazardous material sample analysis
   Chuck Warrington reported on the letter from Langan CT Inc. requesting funding for additional testing of samples they gathered while performing the hazardous materials tests at the schools. The amount requested is $3,090.

   The following motion was made by Rob Sundman and seconded by Bob Mitchell:
   Motion: To approve $3,090 to submit additional samples for asbestos and PCBS.
   All: Aye

9. **Adjourn**
   The following motion was made by George Crouse and seconded by Julie Holland:
   Motion: To adjourn the meeting at 9:21pm
   All: Aye

DRAFT

Julie Holland, Secretary

D•R•A

Drummey Rosane Anderson Inc.

Planning
Architecture
Interior Design

225 Oakland Road
Studio 205
South Windsor, CT
06074

860-644-8300 PHONE
860-644-8301 FAX
e-mail: info@draws.com
website: www.DRAarchitects.com

ATTACHMENT #1

10/20/2016

ARCHITECT'S REPORT – BUILDING COMMITTEE MEETING:

1. IWWC approved DM on 10/6/2016.

2. DRA and Consultants attended Police Commission meeting on 10/13/2016. Many of the issues raised can only be answered after a Town-Wide IT/Security Protocol has been established.

3. P&Z approved DM on 10/18/2016. Island design and number of trees in the parking lots remain as designed.

4. DRA met with the User Group at 2:00 PM to discuss detailed layout of various spaces as shown in the response "Booklet" provided by DRA 1t the last BC meeting on 10/6/2016.

5. Based on Carlisle Roofing CO.'s recommendation for repair work needed to maintain the DM roof warranty, our estimator has established the roof protection/repair costs to be well over $200,000. Need confirmation if DRA to continue with the understanding that existing roof shall remain.

6. DRA needs confirmation if the dedicated PK/K Entrance as shown on DD Drawings will not change.

7. We recommend a joint meeting of the Owner/Architect/CM to be held at the site to discuss the extent of refurbishing of the existing brick walls to remain.

\\192.168.15.229\ctoffice\dra files\16001.00 stonington-deans mill elementary school\00 general\bc.meeting.10-20-2016.docx

Stonington K-12 Modernization Project
Design Development Review Comments for
Discussion by Building Committee at 10/20/16 BC Meeting

ATTACHMENT #2

West Vine Street School:

1. #101 (WVSS Staff): Pre-K- need separate entrance and parent drop off/parking. *(It is unclear to Colliers if this item is resolved or not. Pre-K entrance through existing stair well identified by DRA but it hasn't been fully accepted to our knowledge.*

2. #102 (Alicia Dawe): Parking- current number is 111 spaces needed as of now, the site plan indicates (104 spaces, 14 across the street, 9 on the road) As we have mentioned, several concerns with staff parking, walking on the road and crossing the street. This does not include the number of spaces for visitors. *Recommend final discussion on this issue so that it can be closed, if possible.*

3. #129 (Bob Mitchell comment): RE: What does the generator serve? Please confirm if the response to this comment has been reviewed.

4. #132 (Bob Mitchell): Where's the electrical/water feeds for the "Sensory Garden"? DRA to opine on the meeting from the sensory garden.

5. #133 (Bob Mitchell): Remove "stubs" in parking lots-makes snow removal easier. *DRA has reviewed with Milone and MacBroom. Members of the BC were going to check whether P&Z requires islands as part of the regulations.*

6. "Swap out the pre-K room with K room near the library exit" (Kathy Sanford): *This recommendation should be reviewed in collaboration with the pre-K entrance as well as reviewed by Dr. Riley and Alicia Dawe.*

7. Track issue (Both Schools): There seems to be confusion on the "track" at the schools. Colliers recommends a brief discussion on this so that all parties understand what the final deliverable will be for it.

8. "Garden is not easily accessible" (Kathy Sanford): DRA to provide a brief update on this issue.

Stonington K-12 Modernization Project
Design Development Review Comments for
Discussion by Building Committee at 10/20/16 BC Meeting

ATTACHMENT #2

Deans Mill School:

1. Parking Lot Design Issue (Islands): Section 7.10.6 of the P&Z Regulations sets the requirements for landscaping. Islands to take into account snow removal operations.

2. Rear Bus Drop-Off Median: Discuss possible solutions in lieu of steel picket fence.

3. "Staff is concerned about the fact there is only one vehicular exit from the parking lots. Concerned parent drop-off will back up onto Deans Mill Road." (DMS Staff): *Should review/discuss this to confirm.*