

Town of Stonington  
K-12 Building Committee  
Special Meeting Minutes  
Thursday, November 5, 2015  
7:00pm  
Central Office, Old Mystic, CT  
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CYNTHIA LAOWIG  
TOWN CLERK

**Members present:** Rob Marseglia, Chairman; Bill Sternberg, Vice Chairman; Julie Holland, Secretary; Rob Sundman and Mike Fauerbach

**Members Absent:** Deborah Downie, June Strunk, Kathy Sanford, and George Crouse

**Recording Secretary:** Sandy Tissiere

**Guests and Citizens:** Marc Sklenka, Colliers International; Jim Barrett, DRA; Alicia Dawe, Principal, West Vine Street/West Broad Street Schools

1. **Call to Order**

Chairman Marseglia called the meeting to order at 7:02pm.

2. **Approval of Outstanding Minutes**

The following motion was made by Julie Holland and seconded by Mike Fauerbach:

**Motion:** To approve the outstanding minutes from 10/26/2015.

All: Aye

3. **Discuss schedule and logistics for CMR interviews**

The construction manager interviews scheduled for Monday, November 9, was discussed. Dr. Riley, Superintendent of Schools; Jim Barrett, DRA and Marc Sklenka and Charles Warrington from Colliers International will be part of the interviewing process.

4. **Owner's Representative Report, including: Discuss DAS letter – Site Analysis for School Building Projects form (SCG-053) – West Vine Street School – Project No. 137-0048 EA/RR**

A letter (Attachment #1) from the DAS regarding required site analysis Form SCG-053 was sent to Superintendent Riley. The State requires Form SCG-053 be submitted for all school construction projects. The consensus of the committee was site analyses were needed on both schools so it would benefit the project to do both now instead of later. The form needs to be completed and submitted to the State on or before November 30, 2015.

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

**Motion:** To cap the Phase I Environmental Study at \$15,000.00 for DRA and Milone and MacBroome.

All: Aye

Mr. Barrett reported he discussed with Milone and MacBroome the need to have the Enrollment Projection report revised to include Grade 5 at the elementary level. Milone and MacBroome examined the division of students between schools and found the numbers could be adjusted to increase the reimbursement rate. The revisions will be made and submitted to the State by the December 15 deadline.

Mrs. Dawe asked when it was time to start the design phase of the schools, would the teachers and parents be involved. Mr. Barrett answered that would be the decision of school administration. The committee discussed the importance of teachers at all grade levels and parents be involved in the discussion. Mr. Sklenka said it would be good to have community presentations.

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5. **Architect's Report**

The following motion was made by Bill Sternberg and seconded by Rob Sundman:

**Motion:** To enter into executive session at 7:52pm to discuss the status of the architect's contract inviting Marc Sklenka, Jim Barrett and Sandy Tissiere.

All: Aye

The following motion was made by Bill Sternberg and seconded by Rob Sundman:

**Motion:** To exit executive session at 8:05pm.

All: Aye

6. **Adjourn**

The following motion was made by Bill Sternberg and seconded by Mike Fauerbach:

**Motion:** To adjourn the meeting at 8:11pm.

All: Aye

Julie Holland, Secretary

DRAFT



DEPARTMENT OF ADMINISTRATIVE SERVICES

ATTACHMENT #1



STATE OF CONNECTICUT

DIVISION OF CONSTRUCTION SERVICES

165 Capitol Avenue  
Hartford, CT 06106

November 3, 2015

Dr. Van W. Riley  
Superintendent of Schools  
Stonington Public Schools  
P.O. Box 479  
Old Mystic, CT 06372-0479

Re: **West Vine Street School - Project No. 137-0048 EA/RR**

Dear Dr. Riley:

Please find the attached Form SCG-053, Site Analysis for School Building Project. This form is a recent requirement for all school construction projects. Since you have an accepted application for the December 15, 2015 Priority List, we are requesting the submission of this form on or before November 30, 2015. If you have any questions regarding Form SCG-053 please contact Jeff Bolton at 860-713-5706. You can also download this form from our website. Please send the completed form in either PDF format or hardcopy to:

Jeff Bolton, Supervising Environmental Analyst  
DAS – Division of Construction Services  
Environmental Planning  
165 Capitol Avenue, Room 483  
Hartford, Connecticut 06106  
Jeffrey.Bolton@ct.gov

If you have any questions or concerns meeting this deadline, please call my office at 860-713-6467. I apologize for any inconvenience and thank you in advance for your assistance.

Sincerely,



Kosta Diamantis  
Director

Enclosure

cc: Jeff Bolton  
Michelle Dixon