

Town of Stonington  
K-12 School Building Committee  
Regular Meeting Minutes  
Tuesday, May 2, 2017  
6:00pm  
Central Office, Old Mystic, CT  
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**Members Present:** Kate Rotella, Vice Chairwoman; Rob Sundman, Dan Oliverio, June Strunk, Deborah Downie, Wendy Wilbert and Bob Mitchell

**Late arrival:** Julie Holland, Secretary – 6:24 p.m. and George Crouse – 7:24 p.m

**Members Absent:** Rob Marseglia, Chairman; Kathy Sanford and Debra Widmer

**Recording Secretary:** Sandy Tissiere

**Guests and Citizens:** Jim Barrett, Greg Smolley, DRA; Peter Manning, Gilbane; Jim Sullivan, Stonington Director of Finance; Chuck Warrington, Colliers; Gary Shettle, Stonington Public Schools Director of Finance; Allison Van Etten, Stonington Public Schools Director of Special Services; Jennifer McCurdy, Deans Mill School Principal; Alicia Dawe, West Vine Street School/West Broad Street Schools Principal and interested citizens.

**1. Call to Order**

Vice Chairwoman Rotella called the meeting to order at 6:03 p.m.

**2. Seating of Alternates**

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

**Motion:** To seat Bob Mitchell as alternate.

All: Aye

**3. Approval of Outstanding Minutes**

The minutes from the Stonington Board of Education/K-12 School Building Committee Special Joint Meeting dated March 9, 2017 and the K-12 School Building Committee Special Meeting dated April 18, 2017 were submitted for approval.

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

**Motion:** To approve the K-12 School Building Committee Special Meeting dated April 18, 2017:

Discussion: Dan Oliverio noted the minutes reflected he voted to approve the April 4, 2017 minutes and should have been listed under abstained. Mr. Oliverio also stated under Item 4, Discuss WVSS and DMS parking lot design/planting scheme, Ms. McKrell said it was part of the public works contract to snow plow town property and this sentence was not included in the minutes and Mr. Oliverio felt it should have been included. The committee discussed how minutes are an overview of the information discussed. June Strunk suggested the minutes be tabled until Ms McKrell could be contacted for clarification of the statement and then it could be added to the minutes as a correction. The minutes were tabled.

The Stonington Board of Education/K-12 School Building Special Joint Meeting dated March 9, 2017 was tabled as well.

**4. Discuss WVSS and DMS Groundbreaking Ceremonies – DMS on 6/5 and WVSS on 6/6**

The ground breaking ceremonies are still scheduled for Deans Mill School on Monday, June 5, 2017; and West Vine Street School on Tuesday, June 6, 2017.

**5. Discuss Finance Subcommittee**

There was nothing to report.

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6. OPM Update

a) Schedule updates

Chairwoman Rotella asked the discussion be started with the topic of the delayed schedule of the move in 2018. Chuck Warrington addressed the committee telling them the abatement work was more than what was anticipated and contributed to the delay in schedule. Peter Manning explained, according to schedule, work should have started in March but would now be starting in June due to the scheduling of the hazardous materials abatement. The committee and the team discussed the minimal time for turn around and the possibility of making it happen. Mr. Manning said occupancy of the schools would be delayed to the end of November. The committee discussed the possibility of doing the abatement while school was in session, the general consensus was this was not a good idea. Mr. Warrington said the decision for the actual move would be the decision of the administration. Mr. Manning said that once the contracts were awarded, they would have an idea of how the projects are tracking financially. Mr. Manning said they would ask the committee to authorize an early start for some of the trades. Mr. Manning added there are many considerations and options on how to start the school year in 2018, there should be a joint meeting of the School Building Committee, Board of Education, and school administration to discuss and resolve this issue.

Chairwoman Rotella told the committee, as this is a regular meeting, an item can be added to the agenda to include attending administration and other committee members a chance to express their concerns regarding the delayed move.

b) Discussion with attending Administration and Committee members

Rob Sundman asked, moving forward as the project was already accelerated by a year, how much was the delay going to hurt the projects? Mr. Manning said the original RFP had a 15 month schedule and the Gilbane proposal was for an 18 month schedule. Mr. Manning explained during the creation of the RFP, they shortened the move in time at the end of the job. Mr. Manning added the delayed schedule will not have a financial impact. The discussion was about the various causes of the delayed schedule.

Gary Shettle spoke about the move for the schools would be a decision that needs to be discussed in a meeting involving school administration and the Board of Education; it is the construction manager and owner's representative's responsibility to provide the estimated time frame the move can occur. Mr. Shettle said the PCB abatement could not be done while the students were in the building.

Jennifer McCurdy, Deans Mill School Principal; and Alicia Dawe, West Vine Street/West Broad Street Schools Principal, spoke about the need to consider what the impact of the delayed move would have on the students. Their concern is based on the children who will be entering fifth grade starting their school year in the middle schools and moving to another school disrupting their school year. In addition, they are concerned about if needed programming would be available for the fifth graders. The principals want to maintain the best practice of education for the children during this transition stage. Ms. McCurdy and Ms. Dawe have daily contact with parents and stated the need to have information to share with them about the delay as soon as possible.

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June Strunk asked about money in the budget for portables. Chuck Warrington said the portables were taken out of the budget. The feasibility of using portables were discussed regarding space for them. The use of the gymnasiums as temporary classroom space was discussed as well.

Allison Van Etten told the committee one solution might be to not move the Pre-K students providing some space for Grade 5 in the schools.

The committee discussed the importance of a decision being made as soon as possible. Chairwoman Rotella stressed the importance of moving forward. Greg Smolley will report to the committee after the bids openings to assist with the conversation regarding options. Once a date for occupancy is determined, the building committee, administration and the Board of Education can determine the schedule for the beginning 2018 school year.

The Building Committee will not be able to meet at the Central Administration Building during the summer and different locations have been found. Chairwoman Rotella asked if two meetings per month in the summer was necessary and if the meeting location was changed from where it was supposed to be, would that make it a special meeting. Chuck Warrington said two meetings per month shouldn't be needed for the summer months. Gary Shettle will check on the location change.

**c) FF&E Update**

Chuck Warrington reported there has been a meeting with Jennifer McCurdy, Alicia Dawe, Gary Shettle, Bill King, Stonington Public Schools Director of Operations and Facilities; and Jason Jones, Stonington Public Schools Director of Technology; to discuss the fixtures, furniture and equipment. There is a schedule for future discussions as these items will be submitted for approval by the Building Committee for September.

**d) Material Testing Requirements**

Chuck Warrington spoke of hiring a material testing firm off the state contract. There are five different firms. Mr. Warrington suggested the committee consider hiring two firms as there is two projects. Mr. Warrington told the committee there was \$80,000 - \$90,000 for each school budgeted for this service. Ms. Rotella said to award this amount off a state contract, it has to be approved by the Board of Finance. The school building committee will ask the Board of Finance for a blanket waiver for both school projects to enable the committee to award work to state contractors. Chairwoman Rotella requested Mr. Warrington submit quotes for any state contractor recommendations.

**e) Review and possible approval of West Vine Street stage work proposal**

At the April 4, 2017 meeting, the school building committee approved a not to exceed \$15,000 to G. Donovan Associates, Inc. to perform the West Vine Street stage work. The committee asked if the costs of permits were waived. Jim Sullivan will ask the Board of Selectman for the waiver of these fees.

**7. Architects Update**

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a) **FF&E Updates**

Greg Smolley reported the next meeting to discuss furniture, fixtures and equipment will be held May 12, 2017. Mr. Smolley will also be meeting with planning and zoning to discuss simplifying the design of the parking lots. Mr. Smolley thanked everyone involved in marking the trees. The plaques in the garden and building were discussed. The contractor will keep the building plaques to be placed in the new building. Julie Holland reported the Sensory Garden plaques will be put away for safe keeping and arrangements are being made through the garden club and private individuals to preserve or receive some of the plantings.

8. **Construction Update**

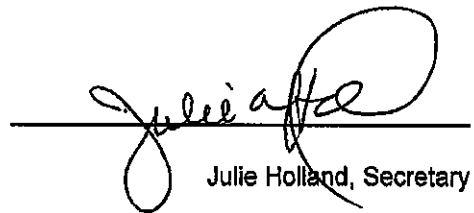
Peter Manning reported the process of getting building permits issued. Building permits cannot be issued until zoning reviews the document. Chuck Warrington will follow up with zoning to help expedite this process. Mr. Manning said he is working with Greg Smolley and Bill King on use of one of the portables as a construction trailer. Mr. Manning asked for an extension of five bid packages because there were not enough bids submitted yet.

9. **Adjourn**

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

**Motion:** To adjourn the meeting at 7:55 p.m.

All: Aye

  
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Julie Holland, Secretary