

**Town of Stonington  
K-12 School Building Committee  
Special Meeting Minutes  
Tuesday, April 2, 2019  
6:00pm  
Central Office, Old Mystic, CT  
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**Members Present:** Rob Marseglia, Chairman; June Strunk, Vice Chair; Deborah Downie, Rob Sundman, Debra Widmer, Wendy Wilbert, and Blunt White

**Members Absent:** Kathy Sanford, Bob Mitchell, Dan Oliverio and Julie Holland, Secretary

**Late Arrivals:** George Crouse – 7:15 p.m.

**Recording Secretary:** Ana de Oliveira

**Guests and Citizens:** Peter Anderson, Director of Operations and Facilities, Stonington Public Schools; Chuck Warrington, Senior Project Manager, Robert Hart, Project Manager, Colliers; Greg Smolley, Studio Director, CT and Senior Project Manager, DRA; Aleita Hall, Senior Project Manager, Gilbane; David Moffat, Tactical Communications.

1. **Call to Order**

Rob Marseglia, Chairman called the meeting to order at 6:08 p.m.

2. **Seating of Alternates**

The following alternates were seated: Blunt White and Debra Widmer

3. **Approval of Outstanding Minutes**

The following motion was made by Rob Sundman and seconded by Wendy Wilbert:

**Motion #1:** To approve the minutes from March 19, 2019 as presented.

All: Aye

4. **BDAs – Executive Session – discuss ROM from Tactical Solutions**

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

**Motion #2:** To enter into Executive Session at 6:12pm and invite guests; Ana de Oliveira, Recording Secretary, Peter Anderson, Director of Operations and Facilities, Stonington Public Schools; Chuck Warrington, Senior Project Manager, Robert Hart, Project Manager, Colliers; Greg Smolley, Studio Director, CT and Senior Project Manager, DRA; Aleita Hall, Senior Project Manager, Gilbane; David Moffat, Tactical Communications.

All: Aye

The following motion was made by George Crouse and seconded by Deborah Downie:

**Motion #3:** To exit Executive Session at 7:29pm.

All: Aye

The following motion was made by June Strunk and seconded by Deborah Downie:

**Motion #4:** To hire Tactical Communications to design and install the Bi-Directional Antenna (BDA) System for Deans Mill School.

Aye: Rob Marseglia, June Strunk, Deborah Downie, Debra Widmer, Wendy Wilbert, and Blunt White

Recused - Rob Sundman

Chairman Marseglia thanked Mr. Moffat for putting together and presenting the BDA system proposal, so that the committee can now present this to the Board of Finance.

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The following motion was made by June Strunk and seconded by Deborah Downie:

**Motion #5:** To approve a purchase order for Tactical Communications in the amount of \$42,256.

Chairman Marseglia summarized items included in the purchase order as; Item 1) System Design and Engineering Services (\$10,000); Item 2) Donor Antenna Design and Engineering (\$3,105.00); Item 3) Cable Rough-In (\$29,151).

No discussion was had.

Aye: Rob Marseglia, June Strunk, Deborah Downie, Debra Widmer, Wendy Wilbert, and Blunt White  
Recused- Rob Sundman

Chairman Marseglia thanked everyone for their efforts that let up to the students moving into the school on Monday and noted the overall project has been fantastic. We got a lot of positive feedback from Dr. Riley and families. It seemed that things went well in the opening of West Vine Street School.

**5. Architect(DRA) Updates**

1. *WVSS – Outdoor classroom/sensory garden – BC approval of shed wiring:* Greg Smolley reported he had a proposal for wiring the shed. This item was tabled.
2. *WVSS – Paving sloping walkway to garden:* Greg Smolley reported that MMI did a punch list walk through of conditions and forwarded that to Aleita Hall yesterday.
3. *Office Furniture:* Greg Smolley requested an update from Fogerty and looks like they will be installing and delivering that during the summer.
4. *Update – FF&E updates:* Greg Smolley said we received a larger amount of tongs and Tupperware covers than what was ordered. Fogerty is working with WB Masson to get the extras returned.
5. *Update – Technology:* Greg Smolley reported that technology is complete except for document cameras and headsets. Will buy those later to get most up to date pieces.
6. *WVSS – water retention drain re-design – request for DPW to complete changes:* Greg Smolley received the elevations last week will forward them to MMI. He added at the sub-finance meeting earlier tonight we spoke about a couple of options and I have sent them via email tonight and will get that to Aleita Hall to work up some numbers by April 23<sup>rd</sup>.
7. *Sink heights – review cost estimate for lowering gymnasium sinks:* Greg Smolley said we have not seen cost on the height adjustments for the sinks. Aleita Hall reported it is around \$7,500. Aleita Hall noted Ferguson had priced everything on premium time which was incorrect, the plan is to do the work during April break. They will be redoing all their pricing. Greg Smolley suggested doing a sub-finance meeting rather than an entire committee meeting to get the particulars of the cost and get April lead time straighten out.
8. *Schedule and topics for DRA/Owner meetings:* Greg Smolley commented we do not have any meetings set up.
9. *DMS gymnasium thermostat heights (10) WVSS gymnasium thermostat insulation:* Greg Smolley commented this item was discussed at the last meeting. Chairman Marseglia asked if the funding is set for this. Aleita Hall reported that the pricing for this was just submitted last week to Ferguson. Greg Smolley added that this item can be carried as an ATP, all installation and heights are done.
11. *Memorials, plaques, and saved trees –* There was a follow up on this, the plaque that was in the Deans Mill School 1975 wing was on the original drawings and will get a drawing to Aleita Hall to mount those. Greg Smolley asked if the committee wanted the plaques in mounted in chronological order, with the oldest one nearest to the door. Chairman Marseglia asked what is there now. Greg Smolley noted there

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is nothing there at this time. Rob Hart noted to be aware of the digital sign that will be going in that area. June Strunk and Greg Smolley noted the plaques will be placed under the sign. Greg Smolley will send the information to Rob Hart and Aleita Hall to confirm. Greg Smolley added we can get together to see where you would like them placed, but this should be a school community decision on what items are left and where you would like them placed. Chairman Marseglia noted will need to send out an email regarding punch list items. Aleita Hall explained at Deans Mill they will be around during the summer, so punch list is not needed as quickly, but would like to get this information soon for West Vine Street School. Trying to button up items on punch lists soon, since they will be working during April vacation. Chairman Marseglia said that will need to wait until next committee meeting for an answer on the punch lists.

12. *Driveway gates – move or add gates* – Greg Smolley said has a proposal, which shows a credit. June Strunk explained there will be a \$9,000 credit.
13. *DMS water pressure* – All is up and running.

Chairman Marseglia voiced he is worried about the modifications that need to be done to the sinks that it will look like an afterthought. Aleita Hall noted that it is \$7500 per school for these modifications. Chairman Marseglia noted he is opposed to changing the sink heights.

**Architect Actions**

No discussion on this topic.

**6. Construction Manager**

1. *WVSS – Puddling of paved surface in hardtop playground areas* -- Aleita Hall explained that was the catch basin in the back. The filter fabric will need to stay in place until the ground is established. They will need to be cleaned more often so they don't get clogged up. Chuck Warrington added they have looked at them and the drainage looks fine. All slopes are correct everything was put in properly. This item is now closed.
2. *WVSS – Settling of field surfaces* – There will be a walk through on April 15<sup>th</sup> if it is settling they will repair it. Chairman Marseglia asked how we are doing with the large stones. Chuck Warrington reported that the last ten feet all the way around needs to be relooked at. Chuck Warrington explained that some of the material at Deans Mill School is very boney so we need to make sure the materials are correct. Aleita Hall explained MMI was very present during this part of the project. Chuck Warrington noted that as far as the top soil, and the material is very suspect and may not meet spec. Aleita Hall reviewed the landscaping plan at both schools, and agreed that if there is anything incorrect we will revisit and make it correct.
3. *WVSS – Review of punch list items, and completion ECD/ (4) DMS – Review of punch list items, and completion ECD* – Aleita Hall said geared up for April vacation week where most of the items will get done. She added that the mill work at Deans Mill will not be ready. She is tracking items on the punch lists. Chairman Marseglia asked if there was one comprehensive list of outstanding items. Aleita Hall explained there is not one list. It was discussed how the punch list items are segregated by each phase. Chairman Marseglia asked about end user comments. Greg Smolley explained we have a list that June Stunk and Deborah Downie put together. June Stunk explained there was a list made from the walk through in Area B at both schools with Deborah Downie and Chuck Warrington before occupancy. Chairman Marseglia asked in the end will there be one list? Aleita Hall explained will have one Area B punch list to get done during April vacation. She also noted there will need to be a series of meetings

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set up to talk about controls. Punch list items have been signed off. Aleita Hall asked for direction on further sign offs. Chairman Marseglia asked to see a comprehensive Area B punch list. Aleita Hall will forward that list.

7. **OPM Update**

1. *Certificate of Occupancy/Move – in plans* – Rob Hart reported they are working through the FF& E punch list. There were a couple of missing items but have since reached out to the vendors on these.
2. *Furniture Update* – No update at this time.
3. *Playgrounds – installation of base material – for BC approval* – Rob Hart commented that installation of base material has started at Deans Mill School. Chuck Warrington explained the equipment will come in next week. Then they will move over to West Vine Street School during April break.
4. *Fields/Sensory Garden – evaluation of specification compliance* – Chairman Marseglia noted the plans called for 6" of stone dust in walkways, but we were seeing close to the surface. Wendy Wilbert asked if there were any pictures of when it was done, which would be the only way to know if it was properly done. Chairman Marseglia noted he does not feel we were given what we paid for. Chuck Warrington added he feels the large center paved area looked good when he visited last week. The committee discussed the factors that could have contributed to the changes in the material that was installed. Chuck Warrington explained the area will still continue to be maintained. He also explained that more could have been done to the area but the budget did not support it. Greg Smolley shared that MMI will be on site on April 15<sup>th</sup> and will share the time so that the committee can be part of the visit.
5. *Timeline – final payment and project completion* – Chuck Warrington explained there are many factors in the final payment of the project. He explained the steps that will need to occur and issues that need to be re-visited to complete the project. He further noted that vendors need to be followed up with. Reports need to be submitted to the state. June Strunk noted it could be two years out. Debra Widmer asked if the committee generates a letter that is given to the Board of Education. Chuck Warrington explained a list of all items that have been completed needs to be presented and feels it would be just a rubber stamp type of approval. There is an eleven month walk through, explained Deborah Downie.
6. *Invoices, change orders, and financial report* – June Strunk explained the Change Order ATP-128, Item7b #12 Driveway Gates for \$19,295 was pulled out from the last meeting. We had asked to get another quote from another vendor for the relocation of the gate that is at the end of the bus loop to the front, putting in a chain link fence and adding another gate for the sidewalk. She further explained that the vendor that supplied this quote of \$19,295, will be giving a \$9,000 credit on this quote. This is due to the fact that the swing gate at Deans Mill is being reused and a chain link fence will be put in. June Strunk asked if we could approve the change order to change the gates at Deans Mill School. The committee agreed that at this time this item will not be approved until further information is supplied.

Rob Hart reported the bottom line for each school project. June Strunk explained the only invoices that would go through the Finance Dept. would be to do with bonding. The committee discussed and reviewed the Financial Status Report dated April 2, 2019 for Deans Mill School and West Vine Street School presented by Chuck Warrington.

Rob Hart noted there will be no action on the one invoice page at this time. He shared the quotes by G. Donovan Associates, Inc. for the playground fill they are installing at both Deans Mill School and West Vine Street School.

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Deans Mill School:

The following motion was made by June and seconded by Deborah Downie:

**Motion #6:** To approve a purchase order for G. Donovan Associates, Inc. for Deans Mill School for the process material for the playground in the amount of \$38,056.80.

All: Aye

Rob Sundman asked if the square footage is the same at both schools. Chuck Warrington said it is very close for both schools. Debra Widmer asked if this is the figure we had estimated. June Strunk and Chuck Warrington replied yes. Chairman Marseglia asked where does this come in relative to what was budgeted. Chuck Warrington replied the amount was reduced from \$80,000 to \$50,000 per school and recommended leaving the encumbrance as is.

West Vine Street School:

The following motion was made by June and seconded by Deborah Downie:

**Motion #7:** To approve a purchase order for G. Donovan Associates, Inc. for West Vine Street School for the process material for the playground in the amount of \$38,056.80.

All: Aye

OP Actions

No discussion on this topic.

8. New Business

Chairman Marseglia noted there are two trees out front at West Vine Street School to the right of the bus loop entrance. They appear to be maple trees and look terrible and look like they are dying, there is broken limbs and black bark. Greg Smolley said they are on the punch list and every tree was tagged to do something with them. Chairman Marseglia was going to contact the tree warden but will hold off. Greg Smolley will follow up on this item. Chairman Marseglia asked the committee if they would like to donate a tree for each school. He also noted there is one in the sensory garden with a ribbon around it, but it looks like it will not make it and could be a safety issue. Greg Smolley confirmed that Dan Oliverio also felt it was not going to make it. The committee would like to pursue this at some point and perhaps take it down.

June Strunk communicated that she received a letter from two students at Deans Mill School thanking her for making their school awesome.

Chairman Marseglia reported that there will be open houses at Deans Mill School and West Vine Street School. He asked Dr. Riley about a ribbon cutting ceremony. June Strunk said she was going to ask Dr. Riley to have the West Vine Street School ribbon cutting same day as open house. Chairman Marseglia asked Deborah Downie to report back after the next Board of Education meeting when the ceremony will be scheduled for, how the building committee will be involved, and perhaps make this a town wide ceremony.

10. Old Business

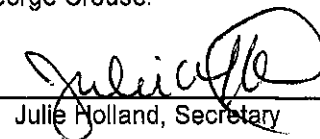
No old business was discussed.

11. Adjourn

The following motion was made by Rob Sundman and seconded by George Crouse:

**Motion #8:** To adjourn the meeting at 8:56 p.m.

All: Aye

  
Julie Holland, Secretary