

SCHOOL BUILDING COMMITTEE

Date: November 16, 2022 6:30PM

Regular Meeting Minutes

In person TOB Common Room & Public Online Video Conference (Zoom): Recording

*Minutes are not official until approved at the next regular meeting

Member	Position	Present via Zoom	Present in person	Absent
Katherine Viveiros	Construction Industry Experience		X	
Phil Stevens	Superintendent of Schools	X		
Erika Wiczenski	Board of Selectmen Representative		X	
Mike Makuch	Board of Finance Chairman			X
Ann Grosjean	Board of Education Member	X		
Gary Anderson	Member at large			X
Ralph Tulis	Member at large	X		
Peter Latincsics	Member at large		X 6:34pm	
Justin Niderno	Member at large	X		
Briana Ross	Member at large	X		
Christopher Tillona	Board of Education employee	X		

Also present: Scott Pellman, Owner's Project Manager from Colliers and residents

1. CALL TO ORDER

Chairperson Viveiros called the meeting to order at 6:32 PM.

2. PRESENT TO SPEAK

None.

3. CHAIRPERSON REPORT

Chairperson Viveiros discussed the town meeting that occurred Monday night and that the additional \$100,000.00 the committee had requested was approved. She also discussed the presentation they had on November 9th and that there will be more public sessions in the future. Chairperson Viveiros shared that she is resigning as chair of this committee at the end of this year. She will remain on the committee as a member.

First Selectwoman Wiczenski discussed the process that will take place once the chair position is vacant and the different options the committee has.

The committee discussed the different options and how they would like the roles to change, such as possibly having a vice chairperson, a secretary, a treasurer, etc. Further discussion will take

place in a future meeting before the end of the year.

4. APPROVAL OF MEETING MINUTES

a. SBC regular meeting minutes of 11.2.22

Motion by First Selectwoman Wiecenski to APPROVE the minutes from the SBC regular meeting November 2, 2022. Ralph Tulis SECONDED the motion.

Discussion: None.

All in favor, the motion carried unanimously.

b. SBC special meeting minutes of 11.9.22 (6:30pm)

Motion by First Selectwoman Wiecenski to APPROVE the minutes from the SBC special meeting November 9, 2022 at 6:30pm. Ralph Tulis SECONDED the motion.

Discussion: None.

All in favor, the motion carried unanimously.

c. SBC special meeting minutes of 11.9.22 (7:00pm)

Motion by First Selectwoman Wiecenski to APPROVE the minutes from the SBC special meeting November 9, 2022 at 7:00pm. Ann Grosjean SECONDED the motion.

Discussion:

R. Tulis inquired if the questions and comments from the community that was attached to the minutes were reviewed or responded to.

First Selectman Wiecenski explained there were a few questions that were not answered and would need to be addressed. But they will be answered in a future presentation.

The committee discussed going forward that they should continue to have this Q&A option for the community presentations and the importance of answering the questions.

All in favor, the motion carried unanimously.

5. COMMUNICATIONS

Chairperson Viveiros discussed a letter of intent that was signed by the property owner and the town. The final document will be filed with the Town for the record.

Superintendent Stevens shared that he did receive an email from a community member that he would be forwarding to the committee.

6. SUBCOMMITTEE REPORTS

a. Communications

A. Grosjean shared that they had not met but would look at the questions from the community.

R. Tulis expressed some concern with having SBC emails not being read in a timely manner.

First Selectman Wiczenski explained there had been an issue with the email servers and switching them.

b. Land assessment

No meeting.

c. Finance

No meeting. P. Latinsics stated that having a meeting around bonding and project costs might be a good idea.

Chairperson Viveiros discussed the committee's balance before the town meeting vote was \$12,411.90. The town will update the balance once the funds have been moved to the account.

7. OLD BUSINESS

a. Owner's Project Manager update- Colliers

i. Public presentation November 9, 2022

S. Pellman discussed that he captured the general questions and responses from the presentation/meeting. In his opinion, he found there were more questions regarding academics than the actual project. He discussed a meeting and information that was given by Eagle Environmental. He also explained he put together an updated milestone schedule. He drafted a RFP/RFQ for architectural design services to provide an enhanced design concept of the two options.

The committee discussed with S. Pellman both projects, having an auditorium, reimbursements, renovation status, the process with the state, project budget summary, and the probable cost for portable units/classrooms.

The committee also discussed how they felt the presentation went. They expressed how they would like to hear more from the community. The location and format of the meeting was evaluated and identified various options going forward.

ii. Concept plan/fit study and request for proposals

S. Pellman discussed the details in the RFP/RFQ for architectural design services that he sent to Superintendent Stevens and Chairperson Viveiros to share with the committee.

The committee discussed with S. Pellman their concerns with the draft such as; looking at the site in detail, the details and wording of both projects and typos or clarification that needed to be

updated. They also discussed the original cost proposal from Colliers Design department that was received previously, will go up due to the increase in scope of work, which now includes looking at the overall site and grading, as well as Bus drop off/pickup. The original proposal of approximately \$13,000.00 was only for the enhanced concept plan for the interior layout for both options.

Motion by Ann Grosjean to accept the RFP (Request for Proposal) with the suggested changes that was made this evening. First Selectwoman Wiecenski SECONDED the motion.

Discussion:

A. Grosjean discussed the importance of staying on their timeline.

J. Niderno inquired if they should review the edits after they were corrected.

Chairperson Viveiros stated she would review the RFP once the draft was updated with the edits.

The committee discussed how to proceed and the correct way to share this information. They also discussed with S. Pellman the timeline of the RFP and the cost.

S. Pellman then reviewed the updated schedule for both projects in detail.

The committee expressed concerns with the timeline. Some felt it may be too rushed. But others suggested it's worth a try. They discussed sending a survey out to the community to get a sense of how they were feeling at this point.

S. Pellman explained the impact of what would happen to the schedule if they pushed back the dates that were shared.

All in favor, the motion carried unanimously.

b. Potential swing space locations

First Selectwoman Wiecenski inquired about what would be needed in a swing space to educate our students at Hall School.

Superintendent Stevens explained what a facility would need to educate students properly. This would include many factors but to name a few the bathrooms, parking- drop off and pick up area, bus access and safe exits to and from the buildings. He also wanted to remind the committee that the board of education has to approve any recommended space.

The committee discussed if the state had input where they educated their students during the projects. They explored other options that they thought would or would not work in the town such as; Center School, the firehouse, or an educational location out of town in Region 19. They also discussed the pros and cons of portable classrooms.

8. NEW BUSINESS

a. Phase II study for a private parcel

Chairperson Viveiros explained they had received the environmental studies for Phase I, which recommended additional Phase II. She reminded the committee that they had seen a cost proposal and decided to do a limited Phase II. She shared the findings of this limited Phase II was that they needed to do additional testing. She went over the cost proposal that she had sent previously to the committee for their review.

Motion by Chairperson Viveiros to approve the cost proposal from Eagle Environmental for the Phase II Site Assessment of the proposed new parcel on Adamec Road Lot 9 in the amount of \$27,525.00. Peter Latincsics SECONDED the motion.

Discussion:

The committee discussed the timing of this assessment, why it is important and the cost.

Roll Call Vote: 5 YES 2 NO 1 Abstain

Motion carried.

Member	Vote
Erika Wiecenski	A
Katherine Viveiros	Y
Christopher Tillona	Y
Ann Grosjean	Y
Ralph Tulis	N
Peter Latincsics	N
Briana Ross	Y
Justin Niderno	Y

b. Community outreach schedule/timeline

Chairperson Viveiros discussed how important it is to have more community outreach meetings.

The committee discussed using the regular SBC meeting time as a community outreach or a weekend day- Saturday or Sunday. Also having one of these meetings/presentations on a smaller scale at the senior citizen center and maybe even during the day. As for timing, it was discussed to try and have these presentations in alignment with the schedule S. Pellman had created. Then they discussed what should be included in these presentations, maybe even repeated from the November 9th presentation just in a new location. The committee agreed they need to reach as many people as possible and need community feedback. They then discussed a few proposed dates for these presentations.

Superintendent Stevens offered to do the presentations for the committee as allowed throughout the community.

9. FUTURE BUSINESS- ITEMS FOR FUTURE AGENDA

Chairperson Viveiros explained the election of the chair would need to be on the future agenda.

P. Latinsics inquired about having a discussion regarding the Friar study report, especially regarding the Ed Specs they now have.

10. PRESENT TO SPEAK

James Marshall, 46 Fisher Hill Road, thanked the committee for their presentation. He felt it was quite aggressive with the timing and schedule of the RFP. He suggested the committee be available for questions or information regarding this project. He did not feel it was necessary to have another full presentation. He also explained that based on the information that has been presented there really is only one choice, which is option 1. He does feel there is value in Hall School and hopefully, there are opportunities for the school in the future. He explained that one idea that would be beneficial to discuss is the breakdown of the financial items, even further than the top line. He felt it is important to make this about the educational need and the value. Lastly, he expressed his concern regarding the impact on the student's education during the renovation.

Nicholas Tella, 49 Mirtl Rd, discussed how getting community involvement would be difficult. He explained he wished they had a cost comparison with a new school, renovating Hall School, and numbers for upgrading. He felt it was important for the public to see the cost comparison between those three options.

11. ADJOURNMENT

Motion by Erika Wiecenski to ADJOURN the meeting.

Ralph Tulis SECONDED the motion.

All in favor, motion carried unanimously.

Meeting adjourned at 9:25PM

Next regular meeting: December 7, 2022

Nicole Fusco
School Building Committee Recording Secretary

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TOWN CLERK