

SCHOOL BUILDING COMMITTEE

Date: February 2, 2022 6:30PM

Regular Meeting Minutes

Public Online Video Conference (Zoom)

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

Member	Position	Present in Person	Present via Zoom	Absent
Phil Stevens	Superintendent of Schools		X	
Erika Wiecenski	Board of Selectmen Representative		X	
Mike Makuch	Board of Finance Chairman		X	
Erica Bushior	Board of Education Staff			X
Ann Grosjean	Board of Education Member		X	
Katherine Viveiros	Construction Industry Experience		X	
Gary Anderson	Member at large		X	
Ralph Tulis	Member at large		X	
Peter Latinesics	Member at large		X	
Justin Niderno	Member at large		X	
Briana Ross	Member at large		X	

CALL TO ORDER

Chairperson Viveiros called the meeting to order at 6:33 PM.

PRESENT TO SPEAK

R. Tulis noticed that item 8b that was supposed to be added to the agenda as discussed and voted on at the last meeting, was not on the current agenda.

Matt Clark of 42 Burt Latham Road in Willington was wondering if the committee was going to review or discuss the presentation from the population consultant.

P. Latinesics arrived at 6:40pm

CHAIRPERSON REPORT

Chairperson Viveiros stated that she frequently receives requests for agenda items to be added. She has to be mindful of adding items as everyone at these meetings are volunteers. They are doing this because they care about the community and students. She wants to be considerate to not have three hour meetings every time they meet. If there are an abundant amount of agenda items they will meet more frequently. She appreciated everyone's comments. She reassured R.

Tulis that his agenda item will be addressed at the next meeting as it is already on the draft. Also the 2022 meeting dates are posted on the town website. If you want to see when the meetings will be held, that is where you will find all the dates.

PRESENTATION: Colliers

Scott Pellman from Colliers presented what they shared with the committee during their interview. He started by thanking the committee for putting their confidence in Colliers and that they were there to help the committee decide what the best project for Willington is going forward.

First thing they will do is start the discovery and assessment phase. They will review information that was given by Friar Architects, conduct field visits and walk through the schools. They need to collect as much information as possible to have a meaningful discussion with the state. This way they can find out the support the state might give to Willington. This doesn't mean they have to go with the state support but it's good to find out what/where they are willing to put Willington dollars.

Next will be communication and public engagement. They will be reaching out to the community for feedback. They will set up a meeting to have with the town. This is a way to listen. It's not a presentation. They want to develop fact sheets and FAQ responses. They want to make sure the information going out is consistent. They also want to create a Facebook site for the project. They will look out for different forums as well.

Once the project is chosen a pack will be formed. They would be sure they have the appropriate information approved by the committee to make sure it gets out to the community.

Next will be managing the process. That includes a milestone schedule. All the tasks are identified, approvals and referrals that are needed and what the town attorney needs. The milestone schedule will be reviewed at every meeting to guide everyone to stay on task. This ties in with our conceptual schedules. They created three different schedules just by looking at the project. This is before having a dialogue with the committee. But he wanted to share an example.

One example showed the grant application of June 2023. This would give everyone the summer to organize and plan. Paperwork would need to be ready and done by December 15th. This is a critical milestone. Then following that in July would be the legislative approval of the project.

Pre-referendum different option development was explained. They use charts and different colors to show different options. Advantages vs disadvantages, green being the best and red the worst. They also have estimates to show prices compared to what it might really cost. These are a couple of tools to help keep the committee organized and understand the options.

APPROVAL OF MINUTES

A. Special SBC meeting January 19, 2022

Motion by Ralph Tulis to APPROVE the minutes from the Regular School Building Committee January 19, 2022 meeting.

First Selectwoman Wiecenski SECONDED the motion.

Discussion: Table this motion until the next meeting when everyone has received the minutes in an email.

Vote: 2 YES 0 NO 7 Abstain

Motion Fails

Member	Vote
Ann Grosjean	A
Erika Wiecenski	Y
Mike Makuch	A
Justin Niderno	A
Katherine Viveiros	Y
Ralph Tulis	A
Peter Latincsics	A
Gary Anderson	A
Briana Ross	A

COMMUNICATIONS

None.

SUBCOMMITTEE REPORTS

Communications Subcommittee:

Communications subcommittee has not met.

Land Assessment Subcommittee:

The Land Assessment Subcommittee is meeting Monday, February 7, 2022 at 4pm.

Finance Subcommittee:

Finance subcommittee has not met.

OLD BUSINESS

a. Recommendation to hire Owner's Project Manager. Colliers

Motion by Chairperson Viveiros to recommend to hire owner's project manager as in Colliers

First Selectwoman Wiecenski SECONDED the motion.

Discussion:

First Selectwoman Wiecenski had a parliamentary question; should the motion reflect the bid amount?

Superintendent Stevens said yes it should.

Friendly amendment of; motion we award the bid to Colliers in the amount of \$64,800.

Chairperson Viveiros accepted that amendment.

Motion by Chairperson Viveiros to recommend Colliers to be awarded as the owner's project manager in the amount of \$64,800.

First Selectwoman Wiecenski SECONDED the motion.

Discussion: M. Makuch wanted to thank the subcommittee for their hard work on this. He couldn't comment on the process or how they pose at this answer but he has faith in the process and knows its hard work. He supports it because the subcommittee says it's the right thing to do.

Chairperson Viveiros explained how the memo that was sent to the committee was very detailed and described the step the subcommittee had to go through. They had a scoring sheet and it was discussed. She welcomed any additional comments or questions.

R. Tulis wanted to correct the reference to the selection group. It was a task group not a subcommittee.

M. Makuch and Chairperson Viveiros apologized for using the wrong term. R. Tulis was correct, as it was a task group.

Vote: 8 YES 1 NO

Motion Carried

Member	Vote
Ann Grosjean	Y
Erika Wiecenski	Y
Mike Makuch	Y
Justin Niderno	Y
Katherine Viveiros	Y
Ralph Tulis	Y
Peter Latinsics	N
Gary Anderson	Y
Briana Ross	Y

Discussion:

G.Anderson thought it was important to note for the public to know that the consultant the task group is recommending was not only identified as the most qualified but it was also the low

bidder in this case.

Chairperson Viveiros explained how Colliers came to the table well prepared. They made references to some relevant past experiences, which is going to serve the town of Willington very well. They come with very qualified staff and they are the low bidder. She believes they are going to be a huge asset to this committee and town. Regarding the process as stated and outlined in the memo the committee received, it did detail and outline what the task group went through. They started the process at the beginning of December. They worked hard to develop a very detailed RFP. They had very few questions from the OPM. They had really good interviews with the candidates and they feel confident in recommending Colliers.

A. Grosjean appreciated the fact that Colliers helped them out as they were beginning the process. She thought it was helpful to get us pointed in the right direction.

R. Tuils wanted to add he thought that both firms were equally qualified. He was reluctantly going with Colliers, primarily because of the bid amount and not necessarily because of capability.

B. Ross had some questions. To start, she asked Scott from Colliers what were some things they could be doing between now and the 2023 grant application. Besides PR and marketing? What other kinds of things would they be doing?

Scott from Colliers stated the initial task once they gathered all the information and meeting with the state would be deciding what the project is. Without having prior discussion with the committee some ideas he just shared were; will it be to renovate the two schools they have? The state may or may not pay for that. Or maybe consolidating the two schools onto one site. They will have to look at the advantages and disadvantages of that. Or maybe it will be a new school all together. Initially they will be gathering the information, presenting that to this committee. This committee has been the one that is tasked with determining what the best project is to bring forward to the community of Willington then they can vote on the decision. One thing that was discussed at the interview was this is not just a financial discussion. It's really what the best educational environment is for the students of Willington. The students today and in the future.

P. Latinsics wanted to thank the task force for their hard work. He was looking forward to the discussion at the meeting.

NEW BUSINESS

None.

PRESENT TO SPEAK

John Blessington of 29 Mason Road, Willington, CT wanted to comment that over three decades of serving on various boards and commissions here in town he doesn't recall ever being on a board or commission where the Chairperson did not enter an item onto the agenda when requested to do so by a member of that board or commission. He had never seen a meeting where they decided the meetings would be too long if they covered those items so they put them on a subsequent meeting. What might have been said at tonight's meeting might affect what item that

you voted on and that would now be said next week and the point would be mute.

Arthur Christensen of 14 Birch Middle Lane, Willington, CT wanted to echo Mr. Blessington's comments about the missing agenda items. The fact that this meeting was only 45 minutes long so far and is about to end, to say the concern about time is not exactly accurate. But more importantly, given the importance of this committee and how important this is to the town it should be done properly. If you don't want to be on the board or committee because of time constraints then don't volunteer. If you are not going to do it right don't bother to do it.

R. Tulis commented that he didn't think the chair had the discretion to kick an item off the agenda simply for the convenience of time. If and when an item comes up on the agenda if there is nothing to discuss then they table it until the next meeting. If time becomes a constraint and the committee agrees to table it for that meeting then that's fine. But otherwise if they have voted on padding an agenda item, specifically a recurring agenda item it should stay on the agenda until it's resolved. We have work to do, the duration of our meeting is whatever it is to accomplish what we are here to do. If time is so tight for some members, as Mr., Christensen said, you should not be here.

James Bulick stated the same comments as others. It's important if the board makes a decision to put an item on the agenda, that the board has to have the item on the agenda. It's not up to the chair to make that decision.

Chairperson Viveiros explains the item that was asked to be added to the agenda was about options. She stated R. Tulis could explain more if he chose. But basically to discuss options and the timing of discussing options was not for tonight. They needed their OPM on board to be able to discuss those options. Her previous response to R. Tulis was that it would be on the agenda. It just was not on this meeting's agenda. The other thing that Chairperson Viveiros had mentioned earlier was about the timing. Everyone on the SBC committee has time constraints. She is personally available until 10pm for these meetings. But some people reach out to the Chairperson and say they are sick or have to leave the meeting early. Those are things she has to consider when putting items on the agenda for discussion. Her goal is to maximize everyone's input on this committee and if she has people reaching out to her saying they have to leave the meeting at 7:30pm or 7:45pm or whatever it might be she has to manage that. She hoped that she addressed some of the comments that were made tonight. It's not out of her own convenience.

Matt Clark, of 42 Burt Latham Road in Willington, CT made a suggestion in the future to avoid this kind of thing happening to have the board simply make a motion to adjust the agenda for the meeting. As there are two recurring items they all voted on that they would like to cover moving forward. Then they will have a vote, say ok and move forward.

Chairperson Viveiros stated that M. Clark's point was an excellent one. That could have been done tonight, when she got down to new business. She had said there was no new business so if anybody wanted to bring something up they could then. Then they could have added it to the agenda and voted on it. She gave the opportunity to the committee members. She stated there was still time so if somebody wanted to do that after present to speak they could. However, they had passed new business so she was not sure if they could revisit that topic.

First Selectwoman Wiczenski made a point of order and stated that everyone on the committee knows they could have made a motion to add something specific onto the agenda, instead of speaking in generalities and hoping that the rest of us would take that lead. If they believe something should be on the agenda then give the rest of the committee the opportunity to vote on it. This has turned into a discussion that is not really appropriate under "Present to Speak".

P. Latincsics wanted to apologize for all his technical difficulties he had tonight. He agreed with Chairperson Viveiros, you have to prioritize the time available in a meeting to the discussion items that are going to be lengthy. He honestly thought there would be a lengthy discussion tonight about who they were hiring to be their OPM. He was disappointed he could not participate in it, he understood that was his own fault. But if this happens again in the future where they are trying to prioritize their time, it seems reasonable to him that they can still add the agenda items and then say they don't have time for them in his meeting. It will be brought up at the next meeting. For example he had asked for enrollment to be on the agenda as a standing item, as he was glad they finally got all that data from the consultant. It's a major factor in everything they do. It's like it was not there at all. That was his concern. Put the items there and if they have a heavy evening of something else at least the committee knows to come back to them.

R. Tulis stated a town government committee/commission is not quite the same as a construction management meeting. This is somewhat political and one of the reasons for putting a standing item on the agenda under old business is a reminder to all of the members of the committee that it is an item at some point in time. That it needs further discussion until that item is resolved it should remain on the agenda just as a reminder. HE doesn't think the chair should have the ability to pick and choose what shows up on the agenda simply because of a concern for time. They all volunteered their time full knowing time spent at a meeting will vary from meeting to meeting. This item was agreed to be added at the January 19, 2022 meeting and it should remain on the agenda period.

Chairperson Viveiros asked if the chair has the ability to go back to new business or what can the chair really do?

M. Makuch confirmed that they cannot discuss this now because of where they were on the agenda.

Chairperson Viveiros stated that both P. Latincsics and R. Tulis items they asked to have on the agenda are on the next meeting agenda.

B. Ross mentioned that at one point their agenda's under new business had a space for suggestions for future agenda items. Maybe adding this under new business would be a good place to keep track of what it was they wanted to go back and discuss. This way it is not forgotten.

Melissa McKinnon of 63 Luchon Road, Willington, CT wanted to thank Chairperson Viveiros for handling this difficulty very professionally. People don't seem to realize that everyone is a volunteer and they all learn as they go. She wanted to congratulate Colliers. She is grateful for their help through many years of school projects and looks forward to seeing what they do.

Chairperson Viveiros wanted to congratulate Colliers as well and welcomed them as a consulting member of their committee and looks forward to Colliers helping them navigate through this process.

ADJOURNMENT

Motion by Chairperson Viveiros to ADJOURN the meeting.

Mike Makuch SECONDED.

Vote: 9 YES 0 NO

All in favor, motion carried unanimously.

Member	Vote
Ann Grosjean	Y
Erika Wiecenski	Y
Mike Makuch	Y
Justin Niderno	Y
Katherine Viveiros	Y
Ralph Tulis	Y
Peter Latincsics	Y
Gary Anderson	Y
Briana Ross	Y

Meeting adjourned at 7:28

Next regular meeting: February 16, 2022

Nicole Fusco

School Building Committee Recording Secretary

RECEIVED
WILLINGTON, CT.

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TOWN CLERK