

SUBJECT TO APPROVAL

MEETING DATE: MONDAY, MAY 2, 2022 AT 5:30P.M.
MEETING PLACE: VIRTUAL MEETING: ZOOM ONLINE MEETING
BUILDING COMMITTEE MEETING MINUTES

MEMBERS PRESENT: Chairman Graham Curtis, Bob Blundon, Amanda Mitchell, Sharon Shoemaker, Woodie Weiss, Diana Colcord, George Noewatne

ALTERNATE MEMBERS: Tina Szwejkowski, Kathy Rasmus

MEMBERS ABSENT: None

OTHERS PRESENT: Bill McMinn, Director of Facilities, Charles Warrington and Adam Levitus, Owner's Representative Project Manager (OPM) from Colliers Project Leader

Chairman Curtis called the meeting to order at 5:30pm.

1. Public Comments

None

2. Introductions

Chairman Curtis asked each member(s) to introduce themselves and provide a brief background. First Selectwoman Peggy Lyons and Selectman Al Goldberg welcomed each member(s). – both stated a permanent Board of Selectmen (BOS) liaison will be assigned to the committee. Seth Klaskin liaison to the Board of Education welcomed the building committee members and asked that the BOE have educator input in the design phase. Katie Stein, liaison to the BOF also welcomed committee members.

3. Review / Clarify the role of Building Committee Members and Charge

Chairman Curtis states the charge is available on the Town website and ask that each member review the charge as they are guidelines that should be implemented throughout this process.

Mr. Warrington states the role of the OPM is to help, lead, manage and facilitate the project and most importantly keep the project on target.

4. Review Educational Specifications and BOE Role

Chairman Curtis states the Educational Specifications are available for review and members can reach out with any questions. He states the mechanical specifications are generic and may need to be amended as they are looking for a high-performance building. Mr. McMinn states during the walkthrough for the Architectural RFQ he informed all contractors that the BOE was interested in a Geothermal system.

5. Review Meeting Schedule

- a. Vote to Approve Regular Meeting Schedule for 2022

Committee Member Noewatne made the motion to approve the Regular Meeting Schedule for 2022; seconded by Committee member Shoemaker and unanimously approved.

6. **General Overview of the Project**

Mr. Warrington gave an overview of the project – he states the new Elementary school will be located on Mungertown Road, approximately 14.2 acres. The site / location was shown and reviewed. The building is projected to accommodate 640 students at 82,000sq. ft. Included is demolition of Ryerson School and redistricting. The total project budget is 61,150,000. The budget will also be available for review along with prior studies completed for the site.

During the overview, there was discussion about the proposed septic system for the new school. Chairman Curtis states the system is contiguous to the High School and he would like to keep DEEP out of this process as they would significantly affect the project schedule. Mr. McMinn states it was explained at a prior preliminary meeting that if a piece of the property in between the sites were deeded to someone other than the Town then it would be out of the DEEP jurisdiction. (Chairman Curtis suggested the Madison Land Trust). Selectman Al Goldberg joined the meeting to state he would convey that request to the Land Trust if the commission agreed and a formal request submitted.

Committee member Noewatne made the motion to move forward with a meeting with the Board of Selectman and Madison Land Trust for the likelihood of the Land Trust acquiring a piece of the property in-between the parcels to make it feasible for a septic system under the state’s health requirement versus the DEEP; seconded by Committee member Blundon and unanimously approved.

Mr. McMinn would follow up with this request.

7. **Macro Schedule**

Mr. Levitus shared and discussed the 2022-2025, 3- 4 years macro schedule which will be later distributed to the commission.

8. **Milestone Schedule**

Mr. Levitus reviewed the milestone schedule which is a roadmap that includes detailed milestones that should be met. He states members should follow this schedule as it includes additional meetings to move the project along. This schedule would also be available for the commission to review.

9. **Overview of Budget**

Mr. Warrington states the budget will be available after this meeting and it was developed by Colliers Project Leaders.

10. **Architect Selection Status and Process**

Chairman Curtis states the Architect selection is a two-step process; first to review the qualifications, and then to have some form of process to get to a short list. State law requires a maximum of four, and to get prices from four firms. Chairman Curtis states the idea would be to have a quick meeting with the Principal in charge, the project manager and the lead mechanical on the job as the initial screen process. Mr. Warrington also echoed this method to a similar project for Newington renovation project – he states key players were selected for a 20-25 min conversation to gain more information of the firm to gain insight on their opportunities and challenges etc. on the project. Committee members - Colcord and Shoemaker both agreed with this process. It was discussed that 8 firms would be selected for this initial screening process then the committee would short list to 4 firms. An updated milestone calendar would be sent out to the committee members with dates and times for the meetings.

11. Public Comments

None

12. Remarks

None

13. Adjournment

Chairman Curtis made the motion to adjourn at 7:36pm and unanimously approved.

Respectfully submitted,
Racquel Stubbs