



# Town of Groton - Public Works

134 Groton Long Point Rd  
Groton, CT 06340-4394  
Public Works  
Administration  
(860) 448-4083

## Meeting Minutes

### Permanent School Building Committee

**Chairman Rick DeMatto, Vice-Chairman W. Gordon Lange, Robert J. Austin-LaFrance, Richard Monteiro, Robert Morrison, David Russell, and John Webster.**

---

Thursday, February 15, 2007

7:00 PM

Town Hall Annex - Community Room 1

---

#### Regular Meeting

---

#### 1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Richard Monteiro, Robert Morrison, David Russell and John Webster

Members Absent: Gordon Lange

Staff: Rick Norris, Project Manager - School Construction, Wes Greenleaf, Director of Buildings and Grounds, GPS and Colleen Quattromani, Recorder.

Gilbane Building Company: Peter Manning, Project Executive and Peter Scalora, Senior Project Manager.

JCJ Architecture: Scott Cerella, Principal and Jeff Beatrice, Associate.

Also present Robert Peruzzotti, Board of Education Liaison.

The meeting was called to order at 7:05 PM.

#### 2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

None.

#### 3. APPROVAL OF MINUTES

##### a) January 18, 2006

A motion was made by Mr. Webster and seconded by Mr. Russell to accept the minutes of January 18th as written. The motion carried unanimously with one abstention by Chairman DeMatto.

#### 4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

##### (a) PSBC Members

Chairman DeMatto reported receiving a thank you note from Catherine Kolnaski for the pre-dedication ceremony for the new elementary school being named in her honor. He also received a letter from RTM member James Moulding for the Republican party regarding Mr. Webster's reappointment to the PSBC. Chairman DeMatto asked Mr. LaFrance to speak with the Groton Democratic party on behalf of himself and Mr. Morrison to see that their appointment dates are extended.

##### (b) Catherine Kolnaski and Northeast Academy Elementary Schools

###### 1) Gilbane Building Company

Mr. Scalora gave Gilbane's update on the two elementary school projects. First he reported on the project's safety record. Gilbane sets a high priority on worker safety and it shows with 117 safe days at Kolnaski and 168 safe work days at Northeast Academy.

In the project schedule updates Gilbane's January review of the construction schedule showed a one day improvement for Northeast Academy and a four day slip at Catherine Kolnaski. A detailed sitework schedule that includes sequencing of paving, curbing and fencing was prepared since the last update. As a result of the schedule a decision was made to use precast curbing.

voiding the bid alternate to use extruded curbing which would take too much time to build.

The PSBC was reminded that the Epoxy floor bids are due on February 23rd. The Northeast Academy waterline from Ann Avenue has been installed and tested. Aquarion is now beginning the connection to Oslo Street.

## **2) JCJ Architecture**

Mr. Celella, Principal, gave the PSBC an update on JCJ Architecture's activities since the last meeting. Among the tasks left for JCJ to address in the elementary school projects are signage and playground equipment. A PCT date for review of the playground equipment design is being set for mid April. The PSBC then was shown the sign being proposed for the schools. JCJ held a contest within their office for concepts for the sign at the new schools. The winning concept is a sculptural design projecting the feel of a submarine emerging from the sea. The PSBC by consensus asked JCJ to continue development of the design and explore materials and costs.

Another task JCJ is preparing is a proposal for a sidewalk from Mirra Drive to the school driveway entrance at the Catherine Kolnaski Elementary School. This sidewalk was requested by the Planning Commission.

## **3) Board of Education staff**

Mr. Greenleaf told the PSBC that the FF& E Package that JCJ proposed was approved by the Board of Education. In an update on the technology service for the schools Mr. Greenleaf told the Committee that the BOE signed a contract with Thames Valley Communication for data and TV service. Fiber optics will tie the schools to the BOE Administration building and allow the eventual tie in of phone service as well. This service is not part of the construction project. The BOE also signed a 3 year contract with Groton Utilities for streetlight service on the Catherine Kolnaski entry driveway.

Mr. Greenleaf also directed the PSBC to the BOE website for the new aerial photos of the school construction sites just taken this week.

## **4) Department of Public Works staff**

In his discussion on the Kolnaski School project Mr. Norris told the Committee that the addition of an engineer at the office trailer and a construction trailer at the construction site should greatly assist the project schedule. On going projects for Mr. Norris include the sprinkler review with the Fire Marshall. Mr. Norris told the PSBC that he needed to increase the PO for JGI, the materials testing firm, working on all three construction projects. This increase is still within the planned budget for this service.

## **(c) Fitch High School**

### **1) Gilbane Building Company**

Mr. Manning began his report for the Fitch High School project with an update on the safety record and told the PSBC that a safety celebration will be held for the crew to highlight the importance of a safe work site. They have had 150 days on the site without incident.

The schedule update for the Fitch Addition and Renovation project shows a few days have been picked up and a finish date is currently projected as February 18, 2008. Steel construction will begin as scheduled in late February and several contractors are poised to take advantage of the school break next week.

Mr. Manning continues to work on phasing plans for the project with Mr. Greenleaf and Principal Bacewicz and hopes to have a written plan in place soon.

Before coming to the PSBC meeting this evening Mr. Manning gave a presentation on the Fitch High School Addition and Renovation project to 100 to 150 people at the Back to School Night at the High School.

**2) JCJ Architecture**

*Mr. Cerella told the PSBC that the PCT date for Fitch's FF&E Package and Technology Package has been pushed out to concentrate on these packages for the elementary schools. This will not affect the FF&E schedule for Fitch. Mr. Beatrice reviewed the Change Order log for all three school projects with the PSBC. He explained in detail the numerous steps and parties involved each time a change is made to the project.*

**3) Board of Education staff**

*Mr. Greenleaf said his staff will be meeting over the next several weeks to work on the FF&E Package. Mr. Greenleaf is also working with the HVAC contractors to see if the HVAC controls can be centralized. Mr. Peruzzotti has been performing a daily count in the parking lot at the high school to determine when additional temporary parking areas will need to set up this spring.*

**4) Department of Public Works staff**

*Mr. Norris reviewed the expenditures and reimbursement rates for the three projects to date with the Committee. The PSBC was told that Gilbane's contract has been amended to extend to September 2008 because the renovation part in the Fitch project cannot begin until the completion of the addition. The PSBC also learned that the Director of Public Works sent a memo to the Superintendent of the Groton Public Schools indicating his intention to proceed with the installation of the northwest parking lot an add alternate subject to the PSBC's concurrence. Mr. Norris asked for and received this concurrence from the Committee. The Union Activity Contingency Plan was sent to the Town Attorney, the Board of Education, Gilbane Building Company, the Police and Fire Departments for use in the event of any action by unions at the construction sites this spring.*

*Mr. Norris is working with JCJ and the BOE to unify the fire alarm and telephone systems at the high school.*

**5. UNFINISHED BUSINESS**

*None.*

**6. NEW BUSINESS**

*Mr. Peruzzotti spoke with the PSBC on the school calendar for 2007/2008. A tentative schedule has been set up which sets the start of school for September 10, 2007 and a end date of June 19, 2008. A February vacation is set for the week of February 18 - 22nd and an April break has been set for the week of April 14 - 18th.*

**7. OTHER BUSINESS**

*The next meeting of the PSBC will be held on March 15, 2007.*

**8. ADJOURNMENT**

*The meeting adjourned at 8:55 PM.*