

**TOWN OF GRANBY
SCHOOL BUILDINGS COMMITTEE MEETING
NOVEMBER 24, 2015 MINUTES**

The School Buildings Committee met on November 24, 2015. First Selectman B. Scott Kuhnly called the meeting to order at 6:30 p.m. Those present were Gordon Bischoff, Mark Fiorentino, William Kennedy, and James Sansone.

First Selectman Kuhnly swore into office the four of the five committee members for the School Buildings Committee.

Town Manager Smith stated that this is a public agency and that we will have to follow Freedom of Information rules. He also mentioned that we would be providing some staff support to take meetings minutes, post agendas, and distribute information for the committee.

Town Manager Smith mentioned in the newspaper it was reported that Glastonbury is deferring the closing of schools. This Committee should be aware of the controversy and there may be some Granby public that believes the same thing.

First Selectman Kuhnly reviewed the charge to the committee, a copy is attached.

Superintendent Addley introduced Architect John Scheib who has been engaged for this school renovation project. Mr. Addley gave a brief summary of the events leading up to this committee. The Board of Education agreed to close Kearns School because it is the oldest school building and would need the most renovation to it to satisfy the needs to relocate students to that school.

Kelly Lane School will have the bulk of renovations to be made, while Wells Road School and Granby Middle School has minor renovations suggested.

A ten-week construction schedule (summer months) is a tight timeframe for this school renovation project. The Committee is asked to review the construction schedule and make a recommendation to make this project a one year or two year project. Kelly Lane School will become the Pre-kindergarten thru 2nd graders, Wells Road School will become 3-5 graders, the Middle School will become 6 – 8 graders, and the high school will remain the same.

A walkthrough at Kelly Lane School is encouraged to have a better understanding of the renovations being recommended. The Clerk of the Works is not part of the budget but the Committee must be sure this project is sufficiently monitored to ensure work is being performed to the specs and done in a timely manner.

Architect Scheib presented an overview of the school renovation project. He has one visual diagram poster for each school to demonstrate the changes for the schools. Some highlights were:

Kelly Lane School

- Reutilize and relocate a few classrooms
- Increase the size of two kindergarten classrooms
- Construct restrooms for pre-kindergarteners and kindergarteners, along with modifying some restrooms
- Some demolition for the 1st grade rooms is necessary
- Move furniture and playscapes from Kearns School to Kelly Lane School

Wells Road School

- Move Kelly Lane School playscape to Wells Road School
- Relocating rooms
- Site work construction
- Some furniture moving and fixes too

Middle School

- Renovate computer room to a classroom
- Add shower/eye-wash combinations to science classrooms

An add alternative for security doors is also being considered as part of this school renovation project.

Committee member Sansone asked about the drop off and pick up areas for the school. Architect Scheib indicated that no changes, as of right now, are being considered.

It was noted that Superintendent Addley would be a great resource, along the Principals of the three schools involved and Tom Steinke, Board of Education Director of Facilities.

First Selectman Kuhnly asked that the committee elect a Chairman and Vice Chairman.

On a MOTION by Jim Sansone, seconded by Bill Kennedy, the Committee voted (4-0-0) to elect Gordon Bischoff as Chairman.

On a MOTION by Bill Kennedy, seconded by Mark Fiorentino, the Committee voted (4-0-0) to elect Jim Sansone as Vice Chairman.

The Committee discussed setting regular meeting dates. It was indicated that the Committee may meet once a week for a while but no set day of the week was decided since all members were not present.

The next meeting is scheduled on Monday, November 30, 2015, 4 p.m.at Kelly Lane School.

On a MOTION by Gordon Bischoff, seconded by Bill Kennedy, the Committee voted (4-0-0) to adjourn the meeting at 7:28 p.m.

Respectfully submitted,

Patricia I. Chieski
Acting Recording Secretary

11/2/2015

TOWN OF GRANBY
SCHOOL BUILDINGS COMMITTEE
CHARGE

BE IT RESOLVED: That the Board of Selectmen hereby creates a five (5) member School Buildings Committee and that the Town Manager and the Superintendent of Schools will serve as non-voting Ex-Officio members of the Committee.

BE IT FURTHER RESOLVED that the School Buildings Committee is given the charge to:

- Examine recent Board of Education specification plan documents on the Granby Public School Declining Enrollment Study dated August 26, 2015.
- Recommend adjustments to the plan documents and obtain approvals from the Board of Education and the Board of Selectmen as necessary.
- Recommend project cost estimates to the Board of Selectmen.
- Recommend contract approvals to the Town Manager for signing.
- Recommend a Clerk of the Works appointment to the Town Manager.
- Have prepared all necessary documents for construction and advertise for project construction.
- Proceed with the oversight of construction activity from Clerk of the Works reports and meet with town agencies and other officials concerning the project. Report construction progress to the Board of Selectmen.
- Coordinate with the Superintendent of Schools and the Town Manager for filing documents for state grant reimbursements as appropriate.
- Upon obtaining a construction work schedule, report to the Board of Selectmen and Board of Education the anticipated completion date. The substantial completion date should be in August 2016. Said schedule should indicate when the project, excluding administrative closeout activity, is to be turned over to the Board of Education for use.