

TOWN OF GRANBY
SCHOOL BUILDINGS COMMITTEE MEETING
POLICE DEPARTMENT COMMUNITY ROOM
JANUARY 11, 2016
MINUTES

PRESENT: Gordon Bischoff, William Kennedy, James Sansone, and Mark Fiorentino

ALSO PRESENT: Alan Addley, Superintendent of Schools; Anna Robbins, BOE Business Manager; Tom Steinke, BOE Director of Facilities; and John Scheib, NCA

Chairman Bischoff confirmed a quorum and called the meeting to order at 4:03 p.m.

Public Comment: None.

Review Agenda: Superintendent Addley asked that there be a scheduled Agenda item to discuss how to make Kelly Lane look and feel like a primary school using paint, book cases to size, ceiling tile patterns – all low cost ideas. Also, talk about room signage appropriate for the preschool area and renaming the school – possibly to Kelly Lane Primary School. It was decided to add this to a future Agenda for discussion.

Minutes

The Minutes from the December 17, 2015 meeting were reviewed. At the end of the second paragraph under Minutes, the year 2106 should be 2016.

On a MOTION by W. Kennedy, seconded by J. Sansone, the Committee voted unanimously (4-0-0) to approve the Minutes of December 17, 2015 with the noted correction.

Unfinished or Tabled Business

- a. Review of integrated project schedule – address later
- b. Discussion regarding play equipment – address later
- c. Discussion regarding three security doors as an add alternate – address later

New Business

- a. Review cost of project provided by Millennium Builders – a Price Proposal Summary Review has been received from Millennium. The add alternate for the playscape work is not part of this proposal. That part will be provided soon. Chairman Bischoff asked Millennium to break down the playscape proposal into three parts – remove/move Wells Road School's equipment, move Kelly Lane equipment to Wells Road School, and move Kearns School equipment to Kelly Lane School. One security door (by the Pre-K and Kindergarten rooms) is part of the project. The add alternate information for the others is not yet available. A discussion ensued about the need for security doors at all entrances – or not. A review and discussion about security doors will be placed on a future Agenda. The total proposed cost was reviewed, with Chairman Bischoff thinking an increase effective January 1, 2016 is not included in the amount. Jay Duhamel, Gordian Group and Peter Carey, Millennium Builders will be asked to attend the next regularly scheduled meeting. J. Scheib has questions regarding the scope of the project. He is willing to go over the proposal with Millennium in an effort to clarify some areas before the next committee meeting.

T. Steinke provided a handout of information – comparisons of cost estimates to move play equipment, which he reviewed in detail. Buying new equipment, as an option, has also been reviewed. An additional column will need to be added to this chart to show Millennium's cost. It was stated that the play equipment at all schools is presently in good condition. Inspections are done as required.

J. Scheib estimated the cost for playscape relocations could be about \$105,000, which would bring up Millenniums total. He said the numbers for plumbing and mechanical look high and the cabinetry and site work looks light. How Millennium handles changes in scope was asked. J. Scheib will speak with Millennium about this. Chairman Bischoff asked J. Scheib for an explanation of how he does a scope review and Mr. Scheib briefly explained. It was asked if the present contract with NCA covers this review and J. Scheib answered, yes.

Chairman Bischoff polled the committee members asking how they felt about the proposal from Millennium and if they feel comfortable going forward. Noting they still have some unanswered questions, all agreed they are comfortable with this process, so far. M. Fiorentino stated his concerns regarding completing the job on time and the issues that may go along with this. He strongly feels a paragraph in the contract, about completion on time, is necessary. W. Kennedy stated he (and the committee) would like to meet the person who will be in charge and on site daily during this project – before the project starts. Town Manager Smith will be asked to provide a draft copy of a contract with Millennium for the Committee to review – for information only.

The Committee would like to have NCA meet with Millennium Builders to have a detailed scope review. Chairman Bischoff and W. Kennedy volunteered to attend this meeting. J. Scheib will contact Millennium Builders and arrange a date and time.

- b. Review of Final Drawing and Design Specifications to be delivered by NCA by January 6, 2016 - On Friday, January 8, 2016 NCA provided updated drawings and specifications. The drawings now include all site work at Kelly Lane School including fencing and gates, with equipment fit in and a Wells Road School site plan. The drawings also show demolition, floor and ceiling plans, bathroom details, cabinetry, millwork, and etc. Lockers for the first and second graders will be kept in place with no new cubbies in classrooms. Committee members remember a brief discussion about the high cost to move environmental controls – having to do with new air-conditioning units. J. Scheib will look into this further. W. Kennedy asked if this project will have a construction manager (Clerk of the Works). J. Scheib stated NCA could make a visit weekly and could be available for any questions or clarification that might be necessary.

FFE – Anna Robbins, BOE Business Manager reported the school administration will take care of the FFE move and contract. School personnel are working out the details of moving books, furniture, etc., a timeline, and a contract. September 6, 2016 is the first day of school for the 2016-17 school year. Chairman Bischoff assured Superintendent Addley that this committee is focused on this project and an on time completion date.

Superintendent Addley and M. Fiorentino left the meeting at 5:26 p.m.

Meeting Dates

A special meeting on Thursday, January 21, 2016 to discuss the details of a meeting between NCA and millennium Builders regarding fine tuning the scope of work is a possibility.

The next regular meeting is scheduled for Monday, January 25, 2016 at 4:00 p.m. in the Police Department Community Room.

It was mentioned that asking the Building Inspector to attend a meeting to talk about the asbestos matters (glue dots behind old blackboards that have been contained) might be beneficial.

On a MOTION by W. Kennedy, seconded by J. Sansone, the Committee voted (4-0-0) to adjourn the meeting at 5:32 p.m.

Respectfully submitted,

Susan Christian
Recording Secretary