

**TOWN OF GRANBY
SCHOOL PROJECTS BUILDING COMMITTEE
SPECIAL MEETING
MARCH 22, 2023
MINUTES**

PRESENT: Toby Proctor, Eric Brown, Bill Kennedy and Mark Migliaccio

ALSO PRESENT: Anna Robbins, BOE Business Manager; Mike Dunn, GMHS Principal; Dr. Jordan Grossman, Superintendent of Schools and Shannon Sullivan, BOE Director of Facilities

Chairman Proctor confirmed a quorum and called the meeting to order at 5:03 p.m.

Public Comment: None.

Review Agenda: The Committee reviewed the Agenda and decided to reorder items in the Business section.

On a MOTION by E. Brown, seconded by B. Kennedy, the Committee voted unanimously (4-0-0) to reorder Business Item A to be addressed last.

Approval of Minutes

On a MOTION by T. Proctor, seconded by B. Kennedy, the Committee voted 3-0-1 to approve the Minutes of January 25, 2023. T. Proctor abstained.

Business

A. Update on the High School Phase I and other Projects

Ms. Robbins provided a summary of open items, noting that Nutmeg and DRA contributed to this list. She reviewed the listed items and answered the few questions asked. Some of the identified items have already been completed and some issues are still being worked on, including noisy HVAC ducts and a noisy dust collector. Some of the work will be done during the April break, including installation of doors and sound attenuators. Once all the identified items are finished, DRA will report all the change orders to the State. Ms. Robbins continues to work closely with DRA. It was noted a small amount of payment to DRA is being held pending completion of all the tasks.

Ms. Robbins briefly shared she has applied for some additional funding through an Open Choice Program. Eligibility and approval are unknown at this time.

E. Brown asked about the As-Builts in the worked-on areas, with respect to accurate information being reported. S. Sullivan stated Nutmeg has done a good job with this.

Project funding was reviewed, noting that the original Referendum numbers remain pretty accurate at this point in time. Once the projects are completed, the Committee would like to see all the numbers/costs reported with as much detail as possible. Ms. Robbins showed a page listing change orders (with associated amounts) and estimated Bond funds.

It was noted the reimbursement rate from the State, for the roof project, has been increased and is now at 43.93%. E. Brown questioned if there is a contingency amount included in the roof project. It was said \$150,000 is to be held for contingency.

Regarding the Phase I project, more accurate numbers won't be available until, maybe, April at best. Reimbursement numbers are still unknown to a degree, which affects reporting the numbers. Roof bids, once received, will then provide the numbers for that project. The Committee remains concerned regarding what the overall costs will end up being. At this point it is unknown if the projects will go over budget; therefore, the numbers are being watched closely.

Dr. Grossman stated the high school roof is almost 22 years old. The State says it's a 17 year old roof, based on when the BOE approved it in 2007, which was five years after completion of the roof installation. There was a meeting with the State to discuss this. The Town continues to await a letter from the State for approval of the roof project so it can go out to bid and, hopefully, work can be done this summer.

B. Update on the Status of the High School Roof Replacement Project

Paul Jorgensen from Silver Petrucelli joined the meeting and shared more information regarding the meeting with the State about the roof replacement project. He explained working with the State, extra items requested (will be provided) and outlined the process for moving forward. The Architect is required to present the Project Budget to the State and beforehand, costs are reviewed again to be current. Costs do seem to go up during summer months, so the sooner we could go out to Bid, the better. He feels this project is in good shape, so far, for summer work to be done. He reviewed possible strategies regarding funding and Bid Alternates, etc. S. Sullivan stated the total square footage of the roof is in rough shape and, in his opinion, no section should be held off being redone. E. Brown questioned the quality of materials and warrantee, which P. Jorgensen addressed.

Now, it is a waiting game. We need to receive a letter from the State approving this project in order to move ahead. There was discussion about initiating the Bid process and informing the BOS. It was asked if word could be gotten out to some roofing contractors ahead of time, just as notification this project is upcoming. The answer is yes, it's openly spoken about. This project, by Town Charter, must go out to Bid and will be awarded to the lowest, qualified bidder. Dr. Grossman asked if it's possible to stress the urgency of the timeline with this project, when the Bid documents are put together. School is expected to be out June 14th and work would (ideally) need to start then. The substantially complete date is proposed to be August 18th. Materials need to be out of the parking lot before the start date of the 2023-24 school year.

C. Discussion Regarding "Lessons Learned" by the Committee since 2019

Chairman Proctor stated that he feels there is confusion, on the residents part, as to what's been going on during this process since 2019. He asked Committee members to think about this and how can we form a report outlining the process from the inception of this Committee. This would include the pitfalls (Covid and supply issues) and lessons learned throughout. Reviewing previous project minutes, how similar or dis-similar was this project to others? Include information regarding Administration matters and Architectural matters. Make notes of things that were learned along the way and may be helpful to know for

future Building Committees. Of note, the Committee felt the projects proposed at the time of the Referendum did not have appropriate or realistic costs associated with them. Better financial accuracy to start with would be a good beginning point. The Committee felt bad that all the projects proposed to voters could not be completed. It simply was unrealistic with the amount of Bond funds approved and the true associated costs per project. Investing in more detailed planning ahead of time, long before a Bond Referendum, more accurate costs must be found out. Within the report, it's thought there should be a "Recommendation Page". S. Sullivan acknowledged all the good this Committee did, including the Committee volunteers, the school Administration and Town Administration. There was talk of having a report professionally created.

B. Kennedy left the meeting at 6:38 p.m.

Next Meeting Date

The next meeting is proposed to be April 26, 2023.

Adjournment

On a MOTION by E. Brown, seconded by M. Migliaccio, the Committee voted 3-0-0 to adjourn the meeting at 7:04 p.m.

Respectfully submitted,

Susan Christian
Recording Secretary