

The Mission of the Litchfield Schools, in partnership with parents and the Litchfield community, is to provide and develop a complete education program of the highest quality that enables students to develop intellectually, socially, physically, emotionally and be capable of adapting to a changing world and its technology. The School Board recognizes this mission statement as its guiding principle. (1994)

**LITCHFIELD SCHOOL BOARD
BUILDING SUBCOMMITTEE
APPROVED MINUTES
April 17, 2007**

Present:

Mr. Mike Boschi, Building Committee Member – Acting Chair
Mr. Jack Scheiner, Building Committee Member
Mr. Shawn Egan, Building Committee Member
Mrs. Cindy Couture, School Board Representative
Ms. Catherine Hamblett, Superintendent
Mrs. Michele E. Flynn, School Board Secretary

1) Call to Order - 7:00pm

Mr. Boschi called the meeting to order at 7:13 p.m.

2) Approval of Minutes –

Minutes of April 2, 2007

Mr. Scheiner made a motion to approve the minutes as written. Mr. Egan seconded. The motion carried.

3) Follow-up items from Harriman and JCN Meeting

a) Meeting Date for 3rd meeting

Ms. Hamblett reported that no date for a meeting with Harriman & JCN has been set as yet.

b) Clarification of Expectations for Next Meeting

(Review of Scope of Work and Minutes from Feb. 2, 2006)

Mr. Scheiner indicated that the Committee needs to have a cost for the options that were recommended by Harriman & JCN at the last meeting as well as a timeline. He also suggested that the Committee hold to a time limit for speakers that participate in the meeting. Mr. Scheiner felt the discussion at the last meeting was repetitive and that the Committee needs to move forward.

Mr. Boschi agreed. He pointed out that Harriman & JCN were supposed to present recommendations with detailed costs at the last meeting and he feels that they are behind in consistency with the RFP. He indicated that at next meeting with Harriman & JCN, they present the costing in one hour. Mrs. Couture suggested getting the costing report ahead of time so that Committee members can have time to review it.

Committee members felt that if the information is not ready prior to the meeting, they will move forward on other decisions until such time as the information has been prepared.

c) Questions Generated From 2nd Meeting

Mr. Boschi had no questions from the last meeting. His main concern is the costing. He pointed out that the Committee already knows that GMS is in bad shape. Mrs. Couture indicated that there are people in the community who do not believe the school is in bad shape.

Mr. Scheiner commented that we forego the geotechnical study as a study was done a few years ago. He suggested that the Committee contact the Trustees of the Library as they had water problems on site and contracted an engineer to dewater the site. He indicated that the engineer put a pipe under the road without tearing it up to drain the water. Mrs. Couture suggested inviting the Library Trustees to a Building Committee meeting to explain how the Library site was dewatered. Mr. Scheiner agreed to contact the Trustees of the Library and the engineer and bring information to the next meeting. [Committee members recognize that the School District Warrant for costing dewatering failed, but are interested in learning in more detail how the Library was dewatered.]

4) Timeline of Recommendation

d) Deadline For School Board

Mr. Boschi asked to be reminded of the deadline for proposals to the School Board. Mrs. Couture indicated that last fall the Committee agreed that it would be springtime. The Committee briefly discussed a revision to the deadline. It was decided that the Committee have a proposal to the School Board by mid-July.

e) Need to move forward concurrently with other/supplemental Options

- i) Solution for other grades in a 2 school scenario
- ii) Plans and pricing for a new Elementary School

Mr. Boschi wanted to know what are the Committee's other options. Mr. Scheiner indicated that a major problem with building a new school is the fact that the School Board has no property and would need to find a piece of land to build on. Mrs. Couture indicated that there is enough land at the middle school site. Ms. Hamblett indicated that the town had been surveyed in the past and they approached landowners who had responded to the survey. Only one landowner was willing to sell a piece of land, however it was on the back of conservation area with no access.

The Committee discussed land options and building options. They narrowed to three options: 1) renovate GMS and add on, using Mr. Scheiner's previous suggestion to add a second story on the front of GMS as a guideline; 2) renovate GMS and build a new school; or 3) build a new small school.

Mr. Boschi indicated that if the Committee recommends building a new school it would have to be drastically scaled down, using only sections needed and expanding when the need arises. The Committee discussed expansion options. Mr. Boschi explained that core areas could be built to population projections and some of these spaces could have multiuse in the meantime, such as music using the cafeteria.

In the discussion of options for a new school building, Mr. Scheiner suggested using a steel building as the gym, to save on costs, with a walkway attached to the school building separating it. Mrs. Couture indicated that steel school buildings were researched by the former committee, but were discounted because of atmosphere and cost. It was clarified by Mr. Boschi and Mr. Scheiner that the main school building would not be constructed of steel, but that the suggestion was to have a separate steel gym. Mrs. Couture added that there is a district with a similar gym and suggested we gather information from them about the structure.

Mr. Scheiner also suggested that if a second story were added to GMS, bus delivery could be rerouted to the back of the building. Mr. Boschi commented that a traffic study would need to be done.

Ms. Hamblett asked for a clarification on the number of options Committee members were considering. Mr. Boschi indicated that the Building Committee will consider two options: 1) renovate GMS and build an addition, or 2) build a new school.

f) Outline for comparison

Mr. Boschi suggested that Mr. Scheiner's plan for an addition to GMS could work. The Committee would need to review the old floor plan and decide how to reorganize a new floor plan with the addition.

Ms. Hamblett suggested that as the Committee develops their options they can provide Harriman with a rough sketch of the second story addition and request a draft of the floor plan (along with a cost estimate) using the current conceptual plan for GMS and collaborate the organization of space with Mr. Schlichter. She indicated that the Building Committee can also seek estimates for a steel gym from a company of their choosing as well. Mrs. Couture reminded Committee members that we are already working with two companies and bringing in another company would be an additional cost. Committee members agreed to bring Mr. Scheiner's plan to Harriman according to Ms. Hamblett's suggestion. Ms. Hamblett commented that the Building Committee can ask the School Board if they would be willing to add additional fees for Harriman to cost out Mr. Scheiner's plan and the revised new school option.

Mr. Boschi will meet with Principal Schlichter to discuss student projections and programming.

The Committee also discussed options of housing elementary students while renovating GMS. It was suggested that if the addition were built first, students could be housed there while renovations are completed in phases. Ms. Hamblett suggested that Committee members also consider Kindergarten space as the District has been approved for over \$1M in construction aid for Kindergarten. She added that four classrooms must be designated for Kindergarten to leverage the funding. In order to receive the money to build the classrooms Kindergarten must be voted on in March 2008.

- i) Common points to look at amongst alternatives - See attachment for what previous committees have used.

Ms. Hamblett provided a list of the criteria for considering space needs at GMS. She included options previous Committees had considered and selections criteria they have used. Mr. Boschi asked Committee members to review the selections options and bring suggestions for revisions or additions to the next meeting.

- ii) What factors will the Committee weigh in determining a recommendation for the School Board?

Ms. Hamblett reaffirmed that the SAU Office will communicate directly [with Harriman] that the Building Committee would like cost estimates from Harriman that were not provided at the second meeting of the RFP process. In addition, Committee members would like the report to be delivered prior to the meeting for review and there will be no more than a one hour summary of the report at the meeting. Mr. Boschi suggested that the meeting be held within the first two weeks of May, if feasible.

Mrs. Couture asked the Committee about its direction on the options for the SAU Offices and space needs at CHS. Mr. Boschi explained that the Committee would still be interested in finding possible solutions for the SAU offices, however, until a direction was decided for the school, any discussion would be purely speculative. Mr. Boschi said, for example, that depending on the solution for the school, the SAU offices could occupy a portion of GMS in an expanded school depending on the scope of the expansion, or could occupy GMS if the students were relocated to a new school. Mr. Scheiner suggested that SAU location options be put on hold as the priority of the Committee is GMS.

5) Next Meeting

g) New agenda items

The next meeting of the Building Committee was scheduled for May 1. The Committee will discuss a comparison of selection options for GMS renovations and space needs, Mr. Boschi's revision of the new school floor plans from 2005, Mr. Scheiner's plan for an addition to GMS, and the dewatering of the Library site.

6) Adjourn –

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Michele E. Flynn
Secretary