

A meeting of the Building Committee was held on Tuesday, February 16, 2016 at 6:30 pm in the LMC of Nonnewaug High School, 5 Minortown Road, Woodbury, Connecticut.

Present: Committee Chair John Chapman, Vice Chair JP Fernandes, committee members George Bauer, Matt Cleary, Pat DiSarro, Don Fital, Andie Greene, Tom Hecht, Kurt Lavaway, Gary Michell, Janet Morgan, Brian Peterson, and Robert Piazza and Alan Rubacha.

Unavailable to attend: Robert Halgreen

Also present: Anna Cutaia-Leonard, Ed.D., Wayne McAllister, and clerk Deb Carlton

Mr. Chapman called the meeting to order at 6:30 pm.

He reviewed that, at the last meeting, the topic of educational specifications was discussed. For those unfamiliar with the term, he explained that for the project to be approved by the state, building specific ed specs are needed. This document can be simple or detailed, and sets forth the specific needs of the school. He gave a brief history of the various iterations of the building project ed specs, including plans for improvements at all the schools, with the current NHS ed specs being the most recent version that the state has.

Revised ed specs will be submitted for BoE approval, then the state's, once it is determined what changes are needed. He invited Dr. Cutaia-Leonard to share the results of her review of the ed specs.

Dr. Cutaia-Leonard reviewed ed specs with her high school leadership team, as no current administrators were here when the current ed specs were written. Once the architect contract is signed, she will include teachers in meetings with them. 95% of what is in the document still applies, she said, but changes in the dream for the high school will cause changes in the ed specs. In the café plans, the goal will be to both increase the indoor space while maintaining the outdoor dining. For athletic fields, there is desire to make sure there is sufficient seating, access to concessions and rest room facilities, and lighting. Two baseball and two softball fields are needed along with 2 soccer fields. She is enthusiastic about the idea of a student led restaurant, and stressed the need for a large conference/meeting space. Ideally, a possible auxiliary gym could be used for art shows and other events, and would eliminate the need to put down and take up gym equipment daily for other programming. She discussed with the committee the potential for a 25 credit graduation requirement; stressing the need to be sure the NHS renovation meets the future needs of students. She favors larger open spaces for learning over the traditional rows of desks in classrooms. She also prioritized, from a school security standpoint, the need to connect the Agriscience building to the high school. Currently, students must exit the building to get to the Agriscience program. PA and phone systems, along with technology, need to all be connected into one system, she stressed. Mr. Fernandes explained that most all of these needs will be covered in a renovate to new project. The original ed specs were for partial improvements to the auditorium, athletic fields, and some classroom (science) expansion.

Mr. Chapman asked about enrollment data and whether these figures need to be updated.

Mr. McAllister indicated he has a Prowda update and will be receiving one from NESDEC as well.

Dr. Cutaia-Leonard added that these will be shared with the BoE.

The process for adjusting ed specs with the state was reviewed and discussed.

Under other business, Mr. Chapman reviewed the concept and responsibilities of committee members are regards conflict of interest and code of ethics. He provided copies of board policies which addresses both, and cited examples such as speaking with the media, and his own recusal from board deliberations regarding the teachers' contract – because his wife is a R14 teacher. For discussion of firms submitting proposals for OPM, Mr. Lavaway will be obligated to recuse himself due to his association with one of them. Mr. Chapman said, at times during the building project, conflict of interest may seem murky, and he advised erring on the side of caution. The committee discussed and clarified the ideas of "personal gain," and the roles and norms of committee members in the course of their regular work.

Finally, the committee discussed the OPM selection and the packets which had been submitted. At this point, Mr. Lavaway recused himself and left the meeting.

Four proposals were submitted, all meet the requirements, and the committee decided that all four would be interviewed. Interviews were set for 3/1/16, beginning at 6:00 pm, and would consist of 30 minute presentations with Q&A. The four firms, Colliers International, Construction Solutions Group, CREC Construction Division, and The Morganti Group, Inc. would be interviewed in that (alphabetical) order in executive session. A decision on moving one of those forward for BoE approval that night was viewed as a possibility.

Ms. Morgan entered a *motion to adjourn*, seconded by Mr. Bauer. The **motion carried 13-0**.
The meeting concluded at 7:43 pm

Respectfully submitted,

John Chapman, Chair
Building Committee