

Chatfield School Building Committee  
Meeting  
Tuesday, January 29, 2008  
Chatfield School  
7:00 p.m.

COPY RECEIVED  
DATE: 1/30/08  
TIME: 2:22 PM  
TOWN CLERK'S OFFICE

Present: Donald Smith, Peter Kubik, Bruce Baker, Raymond Catlin, Paul Roy, Yashu Putorti, Phyllis Jachimowski, Sandra Gesek, Jay Hatfield, Trisha Danko, Mark Thompson, Judy Legeza (7:30 p.m.), Fred Stanek (7:31 p.m.) Gene Coppola

Absent: Frank Conroy, Kurt Miller

Board of Education Representatives: Jay Brennan, MaryAnne Mascolo

Press: Jodie Mozdzer – "Waterbury Republican"  
Jean Falbo Sosnovich – "New Haven Register"  
Kate Ramunni – "Connecticut Post"

Chairman Donald Smith called the meeting to order at 7:07 p.m. He asked for any public comment and none was forthcoming.

Mr. Smith asked for approval of the organizational meeting minutes of January 8, 2008.

MOTION: (Mr. Baker, sec., Mr. Catlin) to approve the minutes of the January 8, 2008 minutes as presented.

So moved.

Affirmative: Mr. Baker, Mr. Catlin, Mr. Kubik, Mr. Roy, Mr. Putorti, Ms. Gesek, Mrs. Jachimowski, Mr. Coppola, Mr. Hatfield, Mr. Thompson, Mrs. Danko

Opposed: None.

Abstentions: Mr. Smith

#### Facility Tour

Prior to taking a tour of the school's facilities, Mr. Smith reminded the Committee membership to view all aspects of the school's programming, such as gymnasium and cafeteria facilities, as plans for the school's expansion may include renovation or new construction of these areas.

The Committee toured the building from 7:27 p.m. through 8:07 p.m.

#### Review of Needs Committee Report

Mr. Smith inquired if there were any questions concerning the School Needs Study Report which had been issued at the organizational meeting of January 8, 2008. None was forthcoming. However, it was mentioned that the report did state that the community should be looking into the possibility of procuring land available for the construction of a new LoPresti School.

#### Review of Population/Enrollment Projections

Ms. Mascolo reported that the system's K-5 enrollment was currently 1163. Projections for the years 2010 through 2012 predict the enrollment at the K-5 level to be in the 1200 number area. These statistics are based on the Town's present population and do not take into consideration any new housing developments or new families entering the district.

It was pointed out that a demographic study would have to be made as part of the process of procuring State reimbursement for any building project concerning the Chatfield School.

#### Review of Project Schedule

It was determined that actual construction of the building project would begin during the summer of 2010, pending referendum approval by the community's citizenry. The new addition would be ready for occupancy in September of 2011. The Committee will begin working on hiring an architect and a construction manager as soon as the Board of Selectmen take action and approve a working budget for the Committee membership.

#### Review of BOE Educational Specifications

Mr. Smith reminded Board of Education representatives in attendance that a review will have to be made of the ancillary services provided by the school. If new space has to be considered for these programs, information will have to be forthcoming at this time.

#### Review of BOE Environmental Reports

Mr. Smith reminded Committee members that a review of the Board of Education's environmental reports will have to be made. Any asbestos management plans concerning Chatfield School will have to be reviewed and brought to any architect's or construction manager's attention.

#### Review of SFU Selection Criteria

As changes have occurred at the State's Schools Facilities Unit regarding school building projects, the Committee will have to be informed as to what these changes are and proceed accordingly if reimbursement funding is to be procured properly.

Ms. Mascolo or Mr. Belden will keep the Committee membership informed of these changes and the necessary work that will have to be done because of them.

#### Review of Study Requirements for A/E Consultant

Mr. Smith distributed an Architectural/Engineering Services Proposal sent to Mr. Belden during the planning stages of the high school's building project. He asked the membership to review the proposal and use excerpts from it in formulating the Committee's bid proposal for these services.

It was mentioned again that a working budget would have to be approved by the Board of Selectmen and the Board of Finance before any work could be done on bidding materials. It was advised that representatives attend the regularly scheduled Board of Selectmen meeting of February 5, 2008 and the regularly scheduled meeting of the Board of Finance on February 25, 2008 and ask for funding for a working budget for the Committee membership.

#### Review Requirements for Survey/Wetland Mapping Consultant

It was mentioned that the school property appeared to have more than adequate room for expansion purposes. This property would have to be surveyed and it would have to be determined whether or not an addition would affect any of the wetlands in the area.

Mr. Baker inquired if the Committee would have to go out for bid for an evaluation of the wetlands area.

Mr. Smith responded that the bidding procedure would be necessary.

#### BOF/BOS Funding Request

Mr. Smith asked for a motion authorizing Committee representatives to go before the Board of Selectmen and the Board of Finance for funding that would establish a working budget for the Committee membership.

MOTION: (Ms. Gesek, Mr. Catlin) to approve Committee representatives attending the February 5, 2008 Board of Selectmen meeting and the February 25, 2008 Board of Finance meeting and ask for a \$30,000 allotment from this year's fiscal budget and an additional \$25,000 in the 2008-2009 fiscal year budget as a working budget for the Chatfield School Building Committee.

So moved.

Affirmative: Ms. Gesek, Mr. Catlin, Mr. Smith, Mr. Kubik, Mr. Baker, Ms. Legeza, Mrs. Jachimowski, Mr. Hatfield, Mr. Thompson, Mr. Roy, Mr. Putorti, Mr. Coppola, Mr. Stanek

Opposed: None.

Abstention: Mrs. Danko

#### Other Business

Mr. Smith distributed a copy of the proposed meeting schedule for 2008 and asked for Committee approval of the meeting schedule.

MOTION: (Mr. Baker, sec., Mrs. Danka) to approve the 2008 meeting schedule as presented.

So moved.

Affirmative: Mr. Baker, Mrs. Danka, Mr. Smith, Mr. Kubik, Mr. Catlin, Mr. Hatfield, Ms. Gesek, Ms. Legeza, Mrs. Jachimowski, Mr. Roy, Mr. Putorti, Mr. Thompson, Mr. Coppola, Mr. Stanek

Opposed: None.

Mr. Stanek reminded those present that the next meeting of the Committee will have to be scheduled as a special meeting as a regular meeting schedule must be in the Town Clerk's Office for a period of one month before it takes effect.

Mr. Smith related that he had been contacted by Rick Belden and informed that the Connecticut Association of School Business Officials is planning a luncheon in Waterbury on February 15, 2008 with representatives from the Schools Facilities Unit to discuss changes in the procedures for school construction grants and renovations. Any Committee member interested in attending this session should contact Mr. Belden as soon as possible.

Mr. Smith stated that representatives from the Town's Emergency Services should be contacted and asked about the establishment of the Chatfield School as a refuge area in times of natural disaster happenings. If a generator would need to be installed at the school, now would be the time to contact the Committee and inform the membership of the Emergency Services' intentions.

It was mentioned that in order for the referendum on to be successful in the future, it would be necessary for the PTA to become actively involved. Mrs. Brennan and Ms. Mascolo will work on establishing a parent advisory committee.

Mr. Stanek offered suggestions on how this PAC group must proceed to give it legal status at the time of the scheduled referendum.

Hearing nothing further:

MOTION: (Mr. Baker, sec., Ms. Gesek) to adjourn the meeting.

So moved.

Affirmative: Mr. Baker, Ms. Gesek, Ms. Legeza, Mr. Hatfield, Mrs. Danka, Mr. Roy, Mr. Putorti, Mr. Thompson, Mr. Catlin, Mr. Coppola, Mr. Kubik, Mr. Smith, Mr. Stanek, Mrs. Jachimowski

Opposed: None.

The meeting was adjourned at 9:37 p.m.

The next special meeting will be held on Tuesday, February 12, 2008, at 7:00 p.m. at the Chatfield School.

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Submitted by: Eugene Coppola

Chatfield School Building Committee  
51 Skokorat Street  
Seymour, CT 06483

January 30, 2008

Esther Rozum  
Town Clerk  
Town Hall  
1 First Street  
Seymour, CT 06483

Dear Mrs. Rozum:

The attached meeting schedule for the Chatfield School Building Committee was voted upon and accepted at the Committee's January 29, 2008 meeting and submitted to your office for filing purposes.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Eugene Coppola".

Eugene Coppola  
Secretary of the  
Building Committee

**2008 Meeting Schedule  
Chatfield School Building Committee  
Chatfield Elementary School  
51 Skokorat Street  
Seymour, CT 06483**

**All meetings will be held on the 2<sup>nd</sup> Tuesday of the month at 7:00PM.**

**January 29, 2008  
February 12, 2008  
March 11, 2008  
April 8, 2008  
May 13, 2008  
June 10, 2008  
July 8, 2008  
August 12, 2008  
September 9, 2008  
October 14, 2008  
Veterans Day - No Meeting  
December 9, 2008**

Chatfield School Building Committee  
51 Skokorat Street  
Seymour, CT 06483

January 30, 2008

Paul Wetowitz  
Town Hall  
1 First Street  
Seymour, CT 06483


Dear Mr. Wetowitz:

Members of the Chatfield School Building Committee have begun their assignment in planning an addition and renovations to the Chatfield Elementary School. At their scheduled meeting of January 29, 2008, it was mentioned by members that the Town's Emergency Services' representatives had come before the High School Building Committee requesting that a generator be placed in the planning stages of the high school's renovations project. At that time, the request was too late as a town referendum had already taken place and there was no funding in the budget for this request.

If these plans are to be considered by the current Chatfield School Building Committee membership, a request will have to be made to the Committee during the initial planning stages for this project. Please contact Chairman Donald Smith at your earliest convenience and inform him of the Emergency Services' Intentions.

Thank you for your attention to this matter.

Sincerely,



Eugene Coppola  
Secretary of the  
Building Committee

Chatfield School Building Committee  
51 Skokorat Street  
Seymour, CT 06483

January 30, 2008

Dee Caruso  
Town Hall  
1 First Street  
Seymour, CT 06483

Dear Ms. Caruso:

Please be informed that the members of the Chatfield Building Committee voted at their January 29, 2008 meeting to go before the Board of Selectmen at the Selectmen's meeting of Tuesday, February 5, 2008 to ask for funding for a working budget for the Committee membership. Would you please place this matter on the Board of Selectmen's meeting agenda for February 5, 2008.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Eugene Coppola".

Eugene Coppola  
Secretary of the  
Building Committee