

Elementary School Building Advisory Group
Special Meeting Minutes
Location: Grange Hall
September 25, 2013
7:00 p.m.

Attendees:

Jason Guernon – Committee Member (JG)
Melissa Munster – Committee Member, Secretary (MM)
Brian Ouellette – Committee Member (BO)
Tracey Gionta – Board of Education Representative (TG)
Craig Mansfield- Director of Facilities (CM)
Cindy Varricchio – Finance Director (CV)
Raymond Wiley – O&G Industries (RW)
Dave King – Kaestle Boos Associates, Inc. (DK)

Absent:

Robert Weronik -- Committee Member, Chairman (BW)
John Crovo- Committee Member (JC)
Nicholas Bonadies – Alternate Committee Member (NB)

• **BOLDED NAMES ARE VOTING MEMBERS**

I. Call to Order

Meeting was called to order at 7:02 p.m.

II. Old Business

A. Enrollment Projections

CV said that the town had contracted with NESDEC to perform a ten-year projection of school enrollment. The projections will be available at the Committee's next meeting.

B. Dave King

Dave King of Kaestle Boos Associates (KBA) indicated that KBA was under contract to help get to referendum. To that end, he explained that this is a difficult project to visualize since it will cost \$20 millions and there will be no visible changes on the outside of the building. There was discussion about how to exhibit the changes in mock-ups. DK said any mock-ups should match the town's expectations. CM said it would be good if DK could sell this project to the public with backing by RW on the construction side. There was also discussion about what type of mock-ups KBA

could provide, and DK gave an example of the school's entryway and suggested that any mock-ups can be posted on the town's website. DK agreed to gather and share KBA's digital photos of the school.

B. Cost Projections

RW distributed and discussed two new handouts with updated cost projections. The Committee reviewed the updated numbers based on a population of 330 students. State reimbursement was reviewed in detail.

CM asked if RW could create a visual, and suggested a three-columned document which lists the costs of each option in the top row with the items that would be covered in the column for each option.

BO questioned whether the numbers capture energy savings. DK stated that it would be difficult to capture those savings, explaining that a computer model would need to be developed to be specific. He also noted that the Committee wants to be careful not to overpromise a particular result.

DK asked whether there are numbers for the tax impact of the project per household. CV said that the town is working on those numbers now.

III. New Business

A. Draft PowerPoint Presentation

The Committee reviewed in detail the draft PowerPoint presentation. Edits were discussed and agreed upon.

B. Presentations to Stakeholders

It was agreed that the Committee will discuss presentations to stakeholders at the next meeting. CM agreed to begin calling stakeholders and requesting time during their upcoming meetings.

C. Upcoming Dates

The next Committee meeting is scheduled for Wednesday, October 16, 2013 at 7:00 p.m. The following dates were also noted:

- October 12, 2013: potential date for a joint presentation to BOE, BOS, and BOF. CV and CM will follow-up on whether this will be possible.
- November 5, 2013: Election Day. The Committee will have a table set up.
- November 13, 2013: ESBAG Public Hearing
- November 14, 2014: Middle School Conversion Project Public Hearing
- December 5 or 6, 2013: Town Meeting

- December 17, 2013: Target date for referendum

IV. Audience of Citizens

None present.

IV. Action on Minutes

BO, JG; motion to approve the 9/11/13 meeting minutes with Mark Walter's name being corrected on the first page and with the addition of "MW" after his name. All present in favor.

V. Adjournment

JG, MM; motion to adjourn at 8:36 p.m. All present in favor.

Respectfully Submitted,

Melissa Munster
Secretary