

Elementary School Building Advisory Group
Special Meeting Minutes
Location: Town Street Firehouse
October 16, 2013
7:00 p.m.

Attendees:

Bob Weronik – Committee Member, Chairman (BW)
John Crovo – Committee Member (JC)
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:

Nicholas Bonadies – Alternate Committee Member (NB)

• **BOLDED NAMES ARE VOTING MEMBERS**

I. Call to Order

BW called the meeting to order at 7:00 p.m.

II. Old Business

A. Review of Edited PowerPoint Presentation

The group reviewed the edited PPT presentation and agreed upon additional edits. CV suggested that the PPT should have photographs incorporated into it.

As part of the review of the PPT presentation, the group discussed the option to demo the school and build a smaller school. There was extensive discussion of the gym and whether a rebuilt gym would be drastically smaller if the demo and rebuild option was selected. It was noted that this could be detrimental to the town since it would reduce the gym's capacity and impact community use of the space. BW asked DK if he could get the dimensions of the gym, and he agreed to do so.

B. Status of KBA Mock-ups

Dave King of Kaestle Boos Associates (KBA) presented the proposed mailing to be

sent to residents prior the referendum. The group agreed to review the mailing and suggest edits. CV suggested that the mailing should be re-worked so that the photographs, as opposed to writing, are the first thing a resident will see when they open it up.

DK also stated that KBA will put together boards that will be used at the group's booth on election day.

III. New Business

A. Enrollment Projections

The group reviewed and discussed the enrollment projections prepared by NESDEC. CV indicated that NESDEC is also preparing a narrative to accompany the numbers, which will be available at our next meeting.

CV noted that she and CM were going to meet with USDA about the possibility of a 30 year loan and grants from the agency. Eligibility for such funds is based on the median income of Moodus, the village in which the school sits. The meeting had been delayed because of the federal government shutdown.

B. Schedule for Stakeholder Presentations

CM said that we are on the agenda for the November 4 IMPAC meeting. He is reaching out to get us on the agenda of the November 7 PTO meeting. It was also agreed that CM would get dates and try to get us on the agenda for the November meetings of the following groups: Soccer, Little League, Park & Rec. Commission, and Seniors (who meet at 1:00 pm on the second Monday of the month). It was also discussed that we should hand out flyers to the day cares in town in advance of the public hearing date; JG stated that he could do so at KinderCare.

The group agreed that CM would circulate the above meeting dates by email and the members would confirm by email their attendance at particular meetings.

C. Upcoming Hearing/Meeting Schedule

The next Committee meeting is scheduled for Wednesday, October 30, 2013 at 7:00 p.m.

It was agreed that the group members would be at the booth on election day at the following times:

BW: 6AM to noon

JG: noon to 8PM

JC: 5PM to 8PM

BO: noon to 5PM

MM: evening (probably not until after 6PM)

The group discussed the schedule for the tri-board BOE, BOS and BOF meetings. It was discussed whether the group would first present to the BOE on November 12. CM and CV stated that BOE, BOS and BOF are prepared to hear from the group at their joint November 18 meeting.

CM stated that the referendum vote on this project (as well as the Middle School Conversion project) will now be pushed to January 2013. With that date, the BOF and BOS can meet on December 9, prepare a resolution and call for a town meeting in January. The referendum must take place with 10 calendar days of the town meeting, which the group hopes will take place on January 7. The referendum can then take place within 7-10 days of that meeting date; it was noted that during the winter the vote should be scheduled for 8 days later to account for the possibility of bad weather.

D. Vote on Three Options

The group did not vote on an option.

IV. Audience of Citizens

None present.

IV. Action on Minutes

BW, JC; motion to approve the 9/25/13 meeting minutes. All present in favor.

V. Adjournment

JC, JG; motion to adjourn at 8:25 p.m. All present in favor.

Respectfully Submitted,

Melissa Munster
Secretary