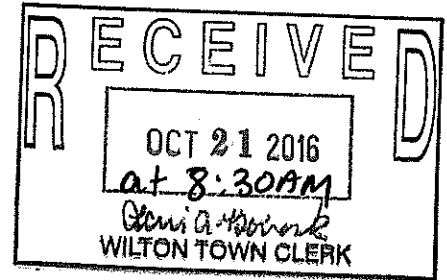


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**MINUTES OF THE OCTOBER 13, 2016
MILLER-DRISCOLL BUILDING COMMITTEE**

Building Committee members present: Dick Dubow, Keith Fordsman, Glenn Hemmerle, Gretchen Jeanes, John Kalamarides, Jim Newton, Patti Temple, Ray Tobiassen, Rick Tomasetti

Committee Advisors present: Chris Burney (Director of Facilities and Energy Management), Kathy Coon (Miller-Driscoll principal)

Absent: Steve DiNapoli, Mandi Schmauch

Guests: Michael Douyard and Ty Tregallas (Turner Construction), Randall Luther and Jeanette O'Connell (TSKP)

Public: Jeanette Ross (Wilton Bulletin)

The meeting was called to order by Assistant Chair Glenn Hemmerle at 5:00pm.

Approval of minutes

Some committee members said they did not receive minutes of the September 15 meeting (emailed on September 22). Patti Temple will resend those minutes tonight and approval will be postponed until the November meeting.

Review of FOI requirements – Glenn Hemmerle

Freedom of Information requirements related to agendas, meetings and minutes were reviewed.

Addition of second Public Comments period to meeting agendas

A motion to add public comments to the beginning of Miller-Driscoll Building Committee meetings, with a three minute limit per person, was made by John Kalamarides, seconded by Rick Tomasetti and passed.

Project Update

Architectural – Randall Luther

The punch list has been completed and final details on finishes are being completed in the new addition. Two fun and personalized features in the areas about to be opened: Colored handprints will be featured on the cafeteria's ceiling tiles. The steel beam with handprints in the ceiling of the art room (originally due to be covered) will be left exposed.

Construction Manager – Michael Douyard

The project is approximately 65% finished and on schedule. The new addition will be opened at the end of this month, turned over to school administration on November 1, the final part of the move into the new space will take place over Thanksgiving break and children will occupy when they return from that vacation. Renovation on the two Driscoll pods then begins and will be completed in August 2017.

September activity included:

New addition

Work on finishes continued:

Millwork

Ceilings

Lights

Flooring

Site work

Landscaping continued

Financial update (The full financial report was not available for this meeting.)

- Budget \$50,022,000
- Committed costs to date \$40,371,158

Contingency remaining is \$2,776,354. If all of the contingency were spent the estimated total cost would be \$43,147,512, excluding any state reimbursement.

Presentation and review of monthly invoices – Rick Tomasetti

Dick Dubow asked about the relationship with contractors. Michael explained that some need a little management and some need a lot of management. The mechanical and electrical contracts are very good. Some of the finish contractors struggle—the quality is good but sometimes there is difficulty fulfilling contract obligations (ie field issues or paperwork issues). Application of payment is one tool used to get them perform as required.

A motion to approve the billings for this period (\$1,569,436.51) was made by Rick Tomasetti, seconded by Jim Newton and passed.

Summer abatement report follow up – Glenn Hemmerle

A question about a small portion of lead testing that had been done this summer was raised by Steve DiNapoli at the last meeting. That area has been retested, the results are good and there are no issues, confirming the initial results.

Playgrounds – Randall Luther

Gretchen Jeanes presented to the Board of Selectmen September 19 and they approved the purchase order for the playgrounds. The p.o. was issued but it lacked some information required by the state and has not yet been received by the vendor. Randall has been in touch with Chris Burney about it

but he is out of town and will be back Monday. Timeliness is of concern so that we do not lose the installation slot currently reserved with the vendor.

FF&E – Gretchen Jeanes

The original FF&E plan left the vast majority of classrooms untouched. To satisfy the needs of all teachers, as well as public expectations, FF&E discussions this year have focused on revising that original plan. Patti Temple articulated the goals of these revisions:

- To make the greatest impact throughout the school with FF&E funds. (Not just concentrate it on the two new wings)
- Incorporate reduced enrollment and reduced office needs. (Enrollment today is approximately 100 fewer students than the project was designed for and is projected to continue to decline.)
- To meet evolving classroom needs.
- To provide uniform new furnishings for all occupied classrooms. (So that teachers have equal access to new pieces and that a cohesive appearance is attained throughout the school.)

Kathy Coon spoke to the forward thinking and evolving needs of the classroom. They include technology (ie the move away from desktop computers to individual electronic devices and need for charging stations), different ways of teaching (ie use of fewer desks) and the need for more storage in each classroom. To that end, providing a “wall of cubbies/shelving” is being considered. Because MD currently has plenty of desks for all classrooms and fewer desks are expected to be used in the future, *not* buying desks but spending FF&E funds on items *other than desks* is also being considered.

Discussion related to these needs and the goals stated above followed. Gretchen explained that this revised scope has been discussed with Kathy and other school personnel, that many parts of the plan will not be changed and that identifying the subtractions and additions of pieces has also started. Randall indicated the schedule, which includes going out to bid, is a challenge. Glenn told Randall to “drive” the FF&E.

Public comments - None

Member comments - None

Next meeting: November 10

Meeting was adjourned at 6:50pm

These minutes are subject to the approval and/or change by the committee at its next meeting.

Submitted by
Patti Temple, Secretary

A video of this meeting may be viewed at <http://www.screencast.com/t/xobo4YSfW>

Additional meeting dates, links to all MDBC minutes, meeting videos, recent news and more can be found at www.millerdriscollbp.com.

