



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

## Stratford High School Building Sub-Committee

### Meeting Minutes

1/15/2015

#### Sub-Committee Members Present

Joseph Corso, Principal, SHS  
Alan Llewelyn, Chair  
Stephanie Philips  
Ken Poisson  
Dan Senft  
Clarence Zachery

#### Sub-Committee Members Absent

Robert Bob Chaloux, BOE  
Len Petrucelli  
Jason Santi

#### Also Present

Eric Lazaro, BOE  
John Casey, Town Engineer  
Janet Robinson, Superintendent  
Chad McCullough, CM  
Lynn Temple, CM  
Paul Antinozzi, Architect  
George Perham, Architect  
Brian Greenleaf, CREC  
Edwin Martinez, CREC  
Richard Snedeker, CREC

#### 1. Call to Order

The regular meeting of the Stratford High School Building Sub-Committee was called to order at 5:36pm on 1/15/2015 in Stratford Town Hall by Chairperson Alan Llewelyn.

#### Agenda

A copy is attached at the end of the report.

#### 2. "Welcome" Turner Construction

##### Discussion:



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

**Alan Llewelyn:** Town Council approves and welcomes Turner as Construction Manager at Risk.

**Chad McCullough:** Gives introduction of himself and company.

### 3. Approval of November Meeting Minutes

#### Discussion:

**Alan Llewelyn:** Requests a motion to approve November regular meeting minutes.

**Joseph Corso:** Motioned

**Clarence Zachery:** Seconded, all were in favor

### 4. Approval of December Special Meeting Minutes

#### Discussion:

**Alan Llewelyn:** Requests a motion to approve the December special meeting minutes.

**Clarence Zachery:** Motioned

**Dan Senft:** Seconded, all were in favor

### 5. Design Options Selection Update

#### Discussion:

**Alan Llewelyn:** There was a design option selection update. "At what point in the process are we at selecting a design?"

**Paul Antinozzi:** Paul welcomed Turner to the team. There will be a meeting January 23, 2015 regarding each of the design schemes. Turner and Antinozzi will walk the site and prepare pros and cons for each of the design options. Traffic might have an impact on some options. CREC's report on the different grant options might have an impact. We will have enough information next Friday to discuss the pros and cons of each design



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

option. Asked if the sub-committee will be meeting twice a month or just once a month?

**Alan Llewelyn:** We can have meetings twice a month if need be, but for now we will hold to once a month.

**Paul Antinozzi:** We aren't at that stage where we need to meet twice a month. We should schedule the meetings twice a month and cancel if the need isn't there.

**Stephanie Philips:** Is the traffic study complete?

**George Perham:** We have a high level traffic study. There is a preliminary PowerPoint. Requested of the committee that STV to be put on the agenda for our next meeting to give their presentation. The goal is to identify traffic flow on the North and South end of King Street. We found what the AM and PM peak of traffic flow is. There is also a diversion analysis, but there might be missing some information. STV is ready to present some suggested remedies for these issues, but it may be costly. The State may be more likely to improve Main and Barnum because of the Project.

**Ken Poisson:** What is considered high volume and what is low volume?

**George Perham:** Gave some cursory answers, said that STV's presentation next month will go into more detail.

**Eric Lazaro:** Did you take into account the High School traffic?

**George Perham:** Yes

**Ken Poisson:** Define AM and PM please? Some speculation followed, but it was determined that we would hold these questions until the presentation by STV at the next meeting.



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

**Stephanie Philips:** When is the study going to be finalized? Can you give us some recommendations associated with costs?

**George Perham:** Are you sure about your budget? This would be best to hold until the next meeting.

**Alan Llewelyn:** Asked to jump ahead to agenda item 9, our next meeting falls on a holiday. We will need to reschedule.

**Ken Poisson:** States that BNC will be meeting on February 19, 2015 at 7:00pm., therefore our sub-committee will be meeting at 5:30pm.

## 6. Presentation by Brian Greenleaf (CREC) regarding grant options, and deadlines for both the BOE and the sub-committee

### Discussion:

**Alan Llewelyn:** Brian Greenleaf Presentation

**Brian Greenleaf:** Conversation from Paige Farnham from DAS (Department of Administrative Services) went well. Explains that whichever option is chosen, in order to get the highest reimbursement rate that the option must be proven cheaper than any other option whether renovate as new, or new construction.

**Option 1:** Special Legislation. Use the existing grant and work with the legislature to go through a different state process than what is usual. February - Submission. July 1, 2015 - Language approval

**Option 2:** EDO49. New grant. June 30, 2015 - Submission. July 1, 2016 – Grant Approval

**Option 3:** EDO49R. An amendment to fit the design option that is chosen. November 1, 2015 – Submission. July 1, 2016 – Grant Approval

If we go with the first option (special leg.) then we should start the processes now.

**Ken Poisson:** Is submitting Special Legislation different than submitting a regular bill?



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

**Brian Greenleaf:** Yes

**Joseph Corso:** How many towns file for Special Legislation and pass?

**Brian Greenleaf:** It isn't a rare occurrence to file for Special Legislation. In fact, this happens quite often and usually gets passed. The deadline for the EDO49 is June 1, 2015. We then would need to set up a new Building Committee and go through the whole process of hiring a design professional. The third option (ED049R) would have a submission deadline of November 1, 2015.

## 7. Discussion about preference for existing grant application being amended (EDO49R), or applying for a new grant (EDO49)

### Discussion:

**George Perham:** Do both grants go through a similar process?

**Brian Greenleaf:** Yes, they go through a similar process. If a "new construction" option is chosen we have to prove it was the cheapest option. If we fail to do so then the reimbursement rate will drop ten percent. The EDO49 will have a reimbursement rate of sixty percent if proven cheapest option. If it is not proven cheapest then the reimbursement rate will decrease to fifty percent. There is also a school priority list. Schools with highest needs are first on the list.

**Dan Senft:** Is there a problem in the process of creating the priority list?

**Eric Lazaro:** Are there any favorites when removing schools off of the priority list?

**Brian Greenleaf:** Schools with higher needs get moved up the priority list. CREC had a project bumped from this past priority list. I don't know if other districts were also bumped, I will research this and report back to the sub-committee.

**Ken Poisson:** What rate of reimbursement are we receiving?



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

- Brian Greenleaf:** We are eligible for a fifty percent reimbursement rate. We need to prove the design chosen is the cheapest option. If the school does not receive renovation status, because it is not less expensive than new construction then the ineligible costs for repair and replacement will not be reimbursed.
- Stephanie Philips:** The issue with renovate as new is that it is more difficult to manage. With New Construction we would be starting with a clean slate and would be saving money ultimately.
- Paul Antinozzi:** States that Brian Greenleaf's state grant process presentation was the best he has ever seen it explained. We will end up with a matrix of design options. Each of the designs will have a raw cost. Let's decide on two potential options where the rate of reimbursement might be different.
- Chad McCullough:** Will all the design options be able to take on all three grant options?
- Brian Greenleaf:** All of the designs can go with any of the three grant options.
- Joseph Corso:** An argument could be supported to not change the main entrance of Stratford High School. It has become iconic in the Town of Stratford. To achieve renovate as new status we can try to tie it in the front entrance with which ever scheme we decide on.
- Paul Antinozzi:** As long as the decision is cheaper then we can tie the entrance to which ever design option you chose.
- Joseph Corso:** As for areas that definitely require new construction let's focus on the gym because it is lacking in size. Renovate as new is still a possibility.
- Stephanie Philips:** There might be a fourth option. How much contract expenses have we incurred so far? The grant authorization process is out of our hands. Let's focus on Special Legislation. We will have CREC prepare the EDO49 documents in case Special Legislation doesn't pass.



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

- Brian Greenleaf:** Asked about the accreditation status.
- Janet Robinson:** As long as the process is in place we can write letters explaining the process and keep our accreditation. Let's do Special Legislation and EDO49 simultaneously.
- Brian Greenleaf:** There is not much of a difference in the EDO49 and the EDO49R
- Janet Robinson:** Let's make a matrix with different dimensions on which process is best.
- Ken Poisson:** Who makes the final decision on which scheme we agree on?
- Richard Snedeker:** The Building Sub-Committee needs to make the final decision, and I think that's for recommendation to the BNC, for recommendation to the Town Council.
- Ken Poisson:** This is probably the largest project Stratford has done.
- Stephanie Philips:** The Building Sub-Committee refers is to Building Needs then Needs refers it to council.
- Paul Antinozzi:** Next meeting we should have a rough draft of the possible design options.
- Chad McCullough:** We will estimate the options and have answers for the next meeting.
- Paul Antinozzi:** Let's make sure the percentages are correct according the State Grant Process when completing the estimate.
- Eric Lazaro:** What is the ultimate cost? I'm not happy that this process started ten years ago and construction won't begin until at least July 2016.
- Richard Snedeker:** In response to Eric's statement, Paul can you please clarify the Design Timeline?



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

- Paul Antinozzi:** It will take at least one year to do pre-design. It will be about sixteen months from the time we choose a design and it has been authorized.
- Joseph Corso:** Let's go for Special Legislation, and prepare an EDO49R packet. If it doesn't get approved do we have to go through the bidding phase again?
- Brian Greenleaf:** That might be the case. Speak with your Town Attorney to have a clear answer.
- Clarence Zachery:** The EDO49 looks more attractive from a funding perspective, because 50% is the least we will get from the state.
- Alan Llewelyn:** The EDO49 timeline seems to be the most difficult option.
- Brian Greenleaf:** We will pursue Special Legislation. We will pick a design that best fits the reimbursement and schedule. In the meantime, the town needs to get funding, and we need to start the Ed Specs. In June we will have the EDO49R ready if the Special Legislation doesn't pass.
- Stephanie Philips:** The last folks to review will be Town Council.
- Paul Antinozzi:** States 16-18 months after the Special Legislation is passed and a design has been chosen is when Construction would be estimated to start.
- Joseph Corso:** This Building Committee will focus on selecting a design for construction and CREC will get Grant documents in order.
- Stephanie Philips:** We need to find out the amount of money it will cost to get things moving.
- Eric Lazaro:** Was the fifty six million already authorized? Was the full contract amount authorized and will it increase?
- Clarence Zachery:** I believe the whole fifty-six million dollars is available for our use.



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

- John Casey:** Doubts that to be the case based upon how/when the town typically sells bonds for their projects.
- Stephanie Philips:** Cash from other projects can be fronted for the time being.
- Brian Greenleaf:** CREC can develop a cash flow analysis to fit which ever design is chosen.
- Paul Antinozzi:** We will put together a matrix. It will most likely be obvious which design option has more of an economic benefit. If the solution meets all issues then that may be the choice we go with.
- Stephanie Philips:** Let's try to find a solution for the bottlenecking that occurs in Stratford.
- Alan Llewelyn:** We will meet in one month. Paul Antinozzi and Chad McCullough will create matrix. February 19 we will be able to make a decision on King Street and should be able to have a better sense on what design option we will decide on.
- Stephanie Philips:** We need to schedule a presentation for the Town citizens so they can have input on this.
- Alan Llewelyn:** Item 8 on the Agenda, New Business, does anyone have any?
- Richard Snedeker:** CREC has invoices from all previous work, we need to know the procedure for submitting invoices?
- John Casey:** Submit invoices to me and I will move them to the appropriate places.
- George Perham:** Are we authorized to keep things rolling?
- Alan Llewelyn:** Yes



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

## 8. New Business

### Discussion:

**Stephanie Philips:** We have a candidate to possibly replace Alvin O'Neal. He is Eric Lazaro. He is active in town committees including the BOE, he is endorsed by Andrea Veilleux (BOE Chair).

**Clarence Zachery:** Motioned to recommend Eric to BNC

**Joseph Corso:** Seconded, all were in favor

## 9. Next Meeting

### Discussion:

The next general meeting will be at 5:30 on February 19, 2015, in Stratford Town Hall.

## 10. Adjournment

### Discussion:

**Alan Llewelyn:** Motion to adjourn?

**Ken Poisson:** Motioned to adjourn

**Joseph Corso:** Seconded, all were in favor

### Adjournment

Meeting was adjourned at 6:54pm by Chairperson Alan Llewelyn.

Minutes submitted by: Edwin Martinez, Project Coordinator, CREC Construction Services

Approved by: Building Committee, all were in favor, at the 02/19/2015 Sub-Committee Meeting



# Stratford Board of Education

*"Tantum eruditi sunt liberi" — Only The Educated Are Free*

## AGENDA FOR STRATFORD HIGH SCHOOL SUB-COMMITTEE MEETING JANUARY 15, 2015

---

1. Call to order (approximately 5:30).
2. "Welcome" Turner Construction.
3. Approval of November Meeting minutes.
4. Approval of December Special Meeting minutes.
5. Design/Scheme selection update.
6. Presentation by Brian Greenleaf (CREC) regarding grant options, and deadlines for both the BOE and the sub-committee (considering the various design options, and depending on whether the sub-committee moves forward with the existing grant or applies for a new grant).
7. Discussion about preference for existing grant application being amended (ED049R), or applying for a new grant (ED049).
8. New Business.
9. Next Meeting (regularly scheduled February meeting falls on a holiday).
10. Adjournment (not later than 6:59, BNC meeting immediately follows at 7:00).