

Stratford High School Building Renovations Subcommittee

Regular Meeting Minutes

January 14, 2016

1. CALL TO ORDER

The Regular meeting of the Stratford High School Building Renovations Subcommittee was called to order at 5:31 pm, on January 14, 2016, in Stratford Town Hall Room 213, by Ken Poisson filling in for Alan Llewelyn, Chairman.

❖ PRESIDING

Ken Poisson (until Chairman Alan Llewelyn arrived at 5:36)

❖ BUILDING SUBCOMMITTEE MEMBERS PRESENT

Jack Dellapiano, SHS Principal, Eric Lazaro, Alan Llewelyn, BSC Chairman, BNC; Stephanie Philips; Ken Poisson; Dan Senft; Clarence Zachery, BOE COO

❖ BUILDING SUBCOMMITTEE MEMBERS ABSENT

Bob Chaloux; Len Petrucelli; Jason Santi;

❖ OTHERS IN ATTENDANCE

John Casey, Town Engineer; Rich Ruggiero, BOE Director of Facilities; Beth Daponte, Town Council Chair; Ty Tregellas, Turner Project Executive; George Perham, Antinozzi Vice President; Lisa Yates, Antinozzi Senior Project Architect; Richard Snedeker, CREC Project Manager; Brian Greenleaf, CREC Project Controls Manager

❖ OPENING REMARKS

Ken Poisson opened the meeting by thanking everyone for their hard work.

2. APPROVAL OF AGENDA

Ken Poisson: Requested a motion to approve the Agenda

Eric Lazaro: Motioned to approve the Agenda

Jack Dellapiano: Seconded

Rich Snedeker: Provided dates to fill in some blanks on the Agenda. Item 7, second bullet, the date signed by Town should say 12/18/2015. Item 8, second bullet, the additional Owner information provided to CxA occurred on 12/18/2015. Also item 8, third bullet, Rich clarified that the CxA contract was signed by the Town on/about 12/21/2015.

Ken Poisson: Noted the Agenda approval has already been motioned and seconded, and asked if there was any more discussion. There was no additional discussion. Requested a vote to approve the Agenda, all were in favor.

3. APPROVAL OF MEETING MINUTES

- **December 07, 2015: Special Meeting Minutes (Emailed 01-13-2016)**

Ken Poisson: Requested a motion to approve the December 7th Special meeting minutes.

Dan Senft: Motioned to approve the December 7th Special meeting minutes

Clarence Zachery: Seconded. There was no additional discussion. All were in favor

4. REMINDER: FEBRUARY 2016 MEETING SCHEDULE-ADJUSTMENT FOR PRESIDENTS DAY HOLIDAY (CREC)

- **In 2015 it was Moved to the Thursday After (which would be Feb. 18, 2016)**
- **This was Decided During November Regular Meeting.**

Ken Poisson: Reminded everyone about the February meeting schedule adjustment.

Rich Snedeker: Noted that all BSC members should already have this on their calendars because he sent out a meeting invitation to each member. There was no additional discussion.

5. TOWN COUNCIL UPDATE (Llewelyn)

Ken Poisson: We will skip over this item until our Town Councilman is in attendance.

6. INVOICES AND BILLS (CREC)

Rich Snedeker: Reported that there were no Invoices or Bills submitted to CREC since the last meeting. There was no further discussion.

Ken Poisson: With that being said, Agenda Item 6 is completed.

7. CM CONTRACT UPDATE (TURNER)

- Signed by Turner 12/15/2015
- Signed by Town 12/18/2015

Ty Tregellas: Reported that the Town contract with Turner has been completed and that Turner has already received payment for their first payment application.

Ken Poisson: With that being said, if there is no further discussion (there was no further discussion), Agenda Item 7 is completed.

8. COMMISSIONING UPDATE (CREC OR SES)

- Kick-off Meeting Held with Architect, IES, and CREC 12/15/2015
- Additional Owner Information Provided to CxA 12/18/2015. This is a "Living" Document, Adjustments can be Made Later, and Can Be Revised.
- Commissioning Agent Contract Update – Three Copies (Signed by SES) Delivered to John Casey During November Regular Meeting (Signed by the Town on/about 12/21/2015)

Rich Snedeker: Summarized Commissioning activities to date, including a brief review of the kick-off meeting held on 12/15/2015.

Rich explained that at the request of the CxA for additional Owner's Project Requirements, he went through the Owner's Questionnaire. Rich reached out to either the Design Team, the Owner's Team, or both to fill-in any critical blanks. In cases where Rich determined that the best source of the information would be either the Architect's, the Engineers', or the Victoria Soto School OPR document (or a combination of the above), Rich directed the CxA to those documents for the appropriate answer. The document can evolve throughout the project, so anything that Rich did can be adjusted later.

Lisa Yates: Explained that the project narrative will be the basis for design, and that the CxA is on board with that.

Alan Llewelyn arrived at 5:36pm and assumed the duties of Chairperson.

Rich Snedeker: Reported the Commissioning Agent contract with the Town is complete as the Town signed the contract on or about 12/21/2015. Also reported the CxA's willingness to work on the project in advance of a signed contract.

This wraps-up Item 8 on the Agenda. Which brings us back to Item 5 on the Agenda.

5. TOWN COUNCIL UPDATE (Llewelyn)

Alan Llewelyn: Thanked Ken Poisson for presiding over the meeting until his arrival. Wished everyone in attendance a belated happy new year, and thanked everyone for their continued hard work. Alan noted the exceptional amount of progress achieved at the Town Hall level during the December meetings, and recognized that the Town needs to update the spending ordinance soon due to the deadline imposed by the State.

Alan proposed that the design team, CREC, and Turner provide an informational/promotional update at the Ordinance Committee

meeting, with a brief comparative analysis of what the project would look like if the Town were to opt for a single Town-wide high school in lieu of the current plan for two high schools. Alan explained that the new Town Council has expressed some interest in pursuing the single high school concept.

The January Council meeting was largely occupied with the assignments of the various Council committees, now the Council can proceed with the actual business of those committees. Beth Daponte is here, she is the current Town Council Chair.

Eric Lazaro: Noted that a previous Mayoral administration tried to explore the idea of a single high school for the whole Town approximately eight years ago, and the idea was defeated. In addition to his own academic and security concerns about having 2,500 students in a single facility, he doesn't think the idea will be well-received by the public.

Alan Llewelyn: Explained that what he is looking for isn't so much a detailed comparison of a single high school vs. the current system, but more of a high-level cost study of what the Town should expect if they go the route of a single high school. Two years ago, this project sought a viable site to construct a new Stratford High School facility, and there were no sites available. The single high school concept would essentially require a site and all the amenities that is approaching double the land area and facility size as one for either a Stratford or Bunnell facility.

Dan Senft: Questioned the desire to go back and revisit decisions that were already made by the BSC and the BNC?

Alan Llewelyn: Doesn't believe this will undo the work that has been accomplished to date. Wants to give the people of Stratford a snap-shot of what would happen if someday the Town wanted to go to a single high school concept. Some of the people here including Stephanie can probably remember that we had this

conversation at the committee level, a discussion that looked at the big picture of creating a single high school at some future date maybe 10 years down the road, and converting the SHS building to a middle school (or some other use). I firmly believe that after we enlighten the Council to the current project grant and project approach, they will opt for us to continue as currently planned.

Beth Daponte:

I'm speaking only as a guest, but what I think we need is long-range planning from the BOE to clarify their needs at each academic level. A possible site could be the Wooster M.S. facility with the surrounding available land. We could also divide the school into multiple "houses" similar to Trumbull H. S., which would serve to reduce the negative effects of putting 2,500 students into a single school. People are concerned about the depth and breadth of academic opportunities that one could find in a smaller high school facility. Wooster could become the high school campus and Bunnell and SHS could become middle schools.

Alan Llewelyn:

As a part of this, we need to present a rough-order-of-magnitude as to how long people should expect a project like this to come to fruition. Just using the SHS project as an example, the original grant came in approximately 2011, and here we are in 2016 and still 10-15 months from shovel in the ground. This is a lot more complicated than simply changing direction and expecting the same timeline.

Clarence Zachery:

The first thing I want to note is that in the long-range planning, the elementary level is where we should focus next, that is where the school district is feeling pressure. The middle school level doesn't feel that pressure because there is adequate space for those students, but condition-wise Wooster is the wrong school to address in the short-term. Flood M.S. is the districts least economical building, along with SHS which is falling apart.

Stephanie Philips: I agree that this is something that should be looked at long-range by the BOE. If we start looking at this and BOE Plant and Planning doesn't continue the work then this is wasted, and there is a cost to that. CREC and Turner are going to incur costs to put this stuff together, and they might do a little of that work for free, for them to ask for additional fees for additional services wouldn't be out of the question.

Beth Daponte: I want to clarify that the plan I proposed would be to build the H.S. campus at Wooster. SHS and Bunnell could become junior high schools, eliminating the need for Flood M.S.

Clarence Zachery: Requested confirmation that work on the SHS building will be a part of Beth's proposed one-high school concept.

Beth Daponte: Correct, but it will only need to be renovated. The current SHS facility should be sufficient to become a junior high school.

Alan Llewelyn: Getting back to the Town Council update, Council members have been appointed to the BNC. Both Beth Daponte and I are on the BNC. I will suggest to the new Council Persons who are on the BNC to try to attend our next meeting. In the past it wasn't uncommon to see five or six sitting Town Council members at our BSC meetings and I hope to see that play out in the future.

Rich Snedeker: Our primary concern at this moment is getting the Ordinance Committee to up the spending ordinance to cover the new project budget estimate, is this something that we'll be able to pursue immediately or will the Ordinance Committee kick it back for further study?

Alan Llewelyn: I envision this happening in parallel to the one H.S. conversation. The tremendous commitment that we received from Hartford with the 60% reimbursement, and with all that needs to occur in the background before a project can move forward, the one H.S. concept is years from being able to move forward.

- Stephanie Philips:** My understanding is, and correct me if I'm wrong, this project is proceeding in the direction that we've been going regardless of the one H.S. conversation.
- Brian Greenleaf:** The State has given us 120 days from the date we submitted the new budget amount to complete the revision to the spending ordinance. December 15th new budget amount in Hartford equates to early April for the ordinance revision to be completed. Our goal was to complete the ordinance revision during the March meeting of the Town Council.
- Stephanie Philips:** If the ordinance isn't updated, then are we jeopardizing the whole project?
- Brian Greenleaf:** The State would likely pull the grant request from the priority list if we can't get the ordinance revised by their deadline.
- Stephanie Philips:** I'm looking for assurance that we are moving ahead with the plan that the Town Council approved in December, so we don't risk losing this grant.
- Alan Llewelyn:** Correct. Brian, has Susan Collier or the Mayor's office been contacted regarding this issue?
- Brian Greenleaf:** Yes, and she has already drafted the required language for the ordinance revision in the early part of January.
- Alan Llewelyn:** Great, then I will work with the Chairman of the Ordinance Committee, Philip Young, to get that on the Agenda. That will open us up to the public forum and the presentation of where we are to-date. This is a proactive move to pave the way for us to take the next steps.
- Eric Lazaro:** To restate my understanding of this conversation so far, the \$126m project that was approved by the Town Council that we

were working on at the conclusion of 2015 is continuing in 2016.
Is that understanding correct?

Alan Llewelyn: Yes, that is my intention. That was the direction our entire Hartford delegation supported, that is why we got such favorable special legislation. That is why we are meeting tonight.

Beth Daponte: I don't know that you have the votes to get the ordinance changed, to approve any additional money for the project. I believe you should take the single-high school idea seriously. Some of us don't think that a high school that straddles two sides of a street is the best learning environment. We also don't think it's a good idea to build a building next to a building that is occupied with students, students who are in a facility without a ventilation system.

Stephanie Philips: Beth, can you say there has been an expressed concern by a majority of Council members?

Beth Daponte: I can say there has been an expressed concern by a number of Council members.

Alan Llewelyn: That is why I want to have our presentation to the new Council members ASAP.

Stephanie Philips: I speculate that the new Council is only balking at this due to a lack of familiarity with the project that those of us who have been participating for the past two years already have. I think we need to get them here to see our process, and to be brought up to date. I don't think the Ordinance Committee meeting will give the Council members a fair opportunity to ask all of their questions. I don't think they are aware that if we spend time looking at another plan, we could jeopardize this project grant.

Eric Lazaro: They also need to understand the ramifications to the students, the staff, the accreditation, etc.

- Ken Poisson:** What happens if the 120 days go by and we haven't completed the ordinance revision?
- Brian Greenleaf:** The State would likely pull the grant request from the priority list. If you ultimately decide to go forward with the project you will likely experience significant delays because the Town is unlikely to allow Antinozzi to continue with the plans while they explore the one high school concept.
- Alan Llewelyn:** We would also lose our special legislation.
- Dan Senft:** How much money have we invested into this project to date? As well as our time?
- Clarence Zachery:** As much as I appreciate the money already spent, as well as all of your time, I would like to return focus of this conversation to the students. The facility is on the brink of losing accreditation. We have a deadline to make improvements to the facility.
- Alan Llewelyn:** I have been on the BNC for four years and on this Subcommittee for two years and I can tell you that both of those committees are fully aware of that driving force behind the project. I think once we bring the current Council up to date, we will continue to have a positive working relationship with the Town Council as we've had in the past.
- Stephanie Philips:** In light of Ms. Daponte's comments and the discussion here tonight, we agree with the direction of bringing the new Council up to speed. But we think it should be done immediately, and not to wait for an Ordinance Committee meeting to do it. We can deal with the public separately later.
- Alan Llewelyn:** Okay, with that being said, on behalf of this subcommittee I will proceed, working with CREC, to set up an informational meeting with the current Town Council ASAP.

Clarence Zachery: An important part of that conversation with the new Council is to make sure they understand that the actual cost to the Town is \$7m more compared to what they previously approved.

Alan Llewelyn: That is a good comment, we'll keep that in mind. If there is no further discussion we'll move to Agenda Item 9.
(there was no further discussion)

9. REVIEW OF CURRENT BUILDING PLANS, SCHEDULE, AND BUDGET

- **SHS Project Submitted to Legislature 12/15/2015 (Priority List Emailed 12/17/2015)**
- **"Holes" In The Schedule Due to Town Meeting Schedules**

Alan Llewelyn: Brian can elaborate on the first bullet point under this item.

Brian Greenleaf: The State gave us some leeway by allowing us to submit the grant application to the priority list without the ordinance being amended. That's where we were given the 120 days deadline by the State to amend the ordinance.

Stephanie Philips: Asked what the drop-dead ordinance revision date would be?

Brian Greenleaf: The drop dead date doesn't mesh well with the Town meeting schedules. I would rather that you look at it like this, we would need it completed during the March meeting, to have the ordinance completed. If it follows our past experience, the first reading occurs at a Council meeting, the second reading occurs at the Ordinance Committee meeting, and the Town Council votes on it at their next meeting.

Alan Llewelyn: That covers that bullet, Brian can you elaborate on the second bullet point under this item?

Brian Greenleaf: We've been taking a deeper look at the schedule, and we're currently tracking approximately 60 activities. The "holes" in the schedule relate to delays that may occur if we need to wait for

regularly scheduled meetings to approve us to move to next steps. This is simply another reminder of something that we've discussed in the past, that we may be requesting Special meetings to help us keep the schedule on track. As of now we're projecting starting construction early 2017, but we're constantly exploring ideas to start sooner.

- Ken Poisson:** What is the current projected end date?
- Brian Greenleaf:** We need to work with Turner to make that determination, we haven't done that yet. We need to backwards plan from where we want to be, incorporating State deadlines, independent plan reviews, etc.
- Alan Llewelyn:** We're still doing phased construction, does that still have us into the new West building 2020? Obviously the extended Design Phase has pushed us past the targeted September 2019 occupancy.
- Brian Greenleaf:** We're examining the schedule more closely, and we're evaluating possible early bid packages to see if we can get closer to the original project timeline.
- Stephanie Philips:** I propose to the Chairman that he at least invite three or four of the new Council members to our meetings to at least observe, possibly to be Subcommittee members. This is the Council that will have some of the Councilors following this project through to completion, and since there were three Town Councilors on the Subcommittee it seems logical to keep it at least three going forward.
- Alan Llewelyn:** Yes, I'm hopeful that we'll keep a similar structure as was in place during the previous Council, where a core group overlapped this Subcommittee, BNC, and the Public Works Committee. All three have similar focus and goals, and it worked well in the past.
- Rich Snedeker:** Speaking on the topic of "Budget" for Agenda Item 9, when we went through the Planning Commission 8-24 review, Chris Silhavey asked about the impact of the grant that was used to upgrade the facility that ALPHA currently resides in. I researched

this grant and found that the total project cost was approximately \$3.7m, with eligible expenses of around \$3m, and the facility was quite oversized for the enrollment so the grant was likely further reduced by the space standards formula. The actual amount the Town received was very small, and we're nearly 20 years since that project started. The point being, the fact that the ALPHA project occurred slightly less than 20 years ago means that Stratford might need to concede some of that grant to the State.

Brian Greenleaf: Maybe \$200k - \$300k, probably less. It's on a 20 year amortization

Stephanie Philips: We're going to be close to 20 years, are we sure it won't be more than 20?

Rich Snedeker: It will be very close to 20, we're just trying to make sure that you as Subcommittee members are prepared to speak to this if anyone asks about it.

Alan Llewelyn: If there is no further discussion we'll move to Agenda Item 10.
(there was no further discussion)

10. NEXT STEPS: DESIGN DECISIONS, DESIGN SCHEDULE, & SUB-COMMITTEE DELIVERABLES

- **Inventory List of Existing Historical/Valuable/Sentimental Items Update**
Planning Commission Comment: Memorial to Coach Walter A. Czekaj (Attachment)
"Needham Memorial Gymnasium"? (Couldn't Locate a Bio for Needham)
Any Other Spaces Named for Historic/Famous/Beloved People? (Bio's?)
- **Planning Commission 8-24 Review (Meetings 11/12 and 12/15, Unanimous referral to Town Council, Emailed 12/17/2015)**
- **Time Capsule for Building Cornerstone**
- **Time Lapsed Photography/Progress Photography/Drone Photography?**
- **Hiring Independent Reviewer for OSCG Review (RFP Release Approximately March 2016)**
- **Hiring Independent Structural Reviewer for Code (Exceeds Threshold Limits Building)**
- **Site Logistics – Additional Property? (See Town Council Agenda for January 11, 2016)**

Rich Snedeker: Gave a brief overview of the bullet points listed above. These are not necessarily action items at this time but need to be tracked for future completion. Ken Poisson volunteered to provide complete Bio's for Czekaj and Ray Needham. We also recently learned that the Auditorium is currently named for JFK. We want to preserve Stratford's history and carry some of this forward to the completed facility. This Subcommittee will need to make those decisions at some point on how best to do this.

The 8-24 review with Planning went well, it was a tremendous team effort by Antinozzi, Stantec, and CREC.

A decision needs to be conveyed to AA as to which entrance will have the cornerstone/time-capsule.

If the Subcommittee wants to go in the direction of hiring a construction photography company, they need to think about Time Lapsed Photography/Progress Photography/Drone Photography, etc.

There are some additional consultants that will need to be hired to conduct the State PCR review (formerly PCT), and also per code we need an independent structural review.

Our site logistics are still open, per John Casey the Town attorney is working on it.

Stephanie Philips: Is there a budget for the site logistics issue?

Brian Greenleaf: Yes, there is some money left over from the grant request for additional site purchase(s). That part can only be spent on additional acreage, nothing else. The State will only reimburse for the highest of two independent appraisals.

Eric Lazaro: I'm hearing that we may have some push-back from an adjacent land owner, have we done our due diligence with the abutting property owners?

- George Perham:** We haven't heard anything negative on this subject.
- John Casey:** We haven't been to Zoning yet, so the problem may present itself at that time.
- Alan Llewelyn:** Zoning is a two step process, as I understand it we go through ZBA first then Zoning. The ZBA decisions are used to create the site plan that then goes to the Zoning Commission for approval.
- John Casey:** Confirmed Alan's understanding.
- Alan Llewelyn:** If there is no further discussion we'll move to Agenda Item 11.
(there was no further discussion)

11. ENERGY AND ENVIRONMENTAL PROTECTION

- **STV FEMA Re-mapping Update (Antinozzi and/or STV) (Attachment)**
- **Stantec/Antinozzi SCG-053 (formerly ED-053) Form Completion For Site (We Still Owe the LOMR Results to the State)**

- Rich Snedeker:** Reported the status of the FEMA remapping, a second set of comments was received from FEMA are being addressed by the consultant. Copies of emails from STV were included with the Agenda.
- John Casey:** Per FEMA requirements there will be a newspaper ad notifying all the abutting land owners of the intended remapping.
- Alan Llewelyn:** It's important to note that the floodway isn't changing, only the map is changing to reflect what was done long ago.
- Rich Snedeker:** After our map has been updated to reflect the existing conditions then we need to have the State come to Stratford to inspect the land. I'm tracking that and will arrange for that inspection at that time.

Alan Llewelyn: If there is no further discussion we'll move to Agenda Item 12.
(there was no further discussion)

12. HAZARDOUS MATERIALS CONSULTANT UPDATE

- **Eagle Environmental Was Scheduled to Begin Initial Assessment This Week Will Wait for Residents to Vacate 25 North Parade Before Assessing**
- **Town Attorney and CAO Change Might Delay Contract**

Alan Llewelyn: Explained that there have been emails going back and forth on this topic, the consultant has been coordinating with the school personnel to access the building to begin the assessment.

Richard Snedeker: Distributed a very recent email from Eagle explaining their progress to date. Preliminary results have found as many as three layers of floor tile in some areas. Rich explained that floor tile is not an immediate health hazard due to its composition being non-friable, which means it typically doesn't produce airborne fibers.

Alan Llewelyn: Has Turner reviewed this preliminary email?

Richard Snedeker: Yes, Turner reviewed, and commented on the email, and Eagle has already responded that Turner's concerns have already been addressed by Eagle.

Alan Llewelyn: Do we know where we are budget-wise?

Richard Snedeker: I believe we are too soon to tell.

Ty Tregellas: Confirmed it is too early to tell how much the Haz-Mat abatement will cost.

Richard Snedeker: We're only at mid-stage of performing the original assessment.

Alan Llewelyn: Does it look like SHS is similar to other schools that Turner has worked on?

- Ty Tregellas:** Too soon to tell, only asbestos has been looked at thus far.
- Alan Llewelyn:** Earlier in this process there was talk that the number budgeted for Haz-Mat abatement was too low, is there any sense of how that is playing out yet?
- Ty Tregellas:** No, the actual quantities of Haz-Mat haven't been disclosed to us yet.
- Eric Lazaro:** Excused himself, needed to briefly leave the meeting attend to a family matter.
- Richard Snedeker:** Reported that there might be a slight delay in completing the Haz-Mat consultant contract with the Town, due to the transition to a new Town Attorney and a new Town CAO. Rich noted that he made sure Eagle Environmental was aware of that possibility and they stated they are still willing to work on the project ahead of their contract being signed by the Town
- John Casey:** Reported that he has spoken with the Town Attorney and the contract with Eagle Environmental is on the Town Attorney's agenda.
- Alan Llewelyn:** If there is no further discussion we'll move to Agenda Item 13. (there was no further discussion)

13. SECURITY DISCUSSIONS

- **Types of Security Glass**
- **Main Office Design**
- **Public Entry Points Design**

- Alan Llewelyn:** Unfortunately Eric Lazaro had to step out of the meeting tonight, and Dr. Robinson isn't in attendance.

- Rich Snedeker:** Agreed with Alan, and asked Lisa Yates if AA has any immediate needs or concerns for this topic?
- Lisa Yates:** Nothing is urgent at this time.
- Clarence Zachery:** Reported that the computer hardware supplied to support the security camera system at Soto School is inadequate for the amount of data that is being handled. Requested the design team to not repeat the same mistakes from other projects in Town. The problem seems to stem from the fact that high definition video is the basis of this design but that style of camera uses much more data.
- Alan Llewelyn:** Asked George Perham if this SHS project will have the most state of the art security camera system as the budget will allow?
- George Perham:** Confirmed Alan's understanding
- Stephanie Philips:** Suggested to Clarence that the BOE contact the camera installers to confirm the cameras aren't on the factory default setting, which utilizes the maximum amount of data.
- Alan Llewelyn:** Is there any further discussion?
- Rich Snedeker:** Will ensure the Commissioning Agent is aware of the problem with the security system computers at Soto School so as to have another set of eyes on it. Much like he informed the CxA about the security wiring problems that occurred at Soto, which was conveyed to him by the BOE during the development of the OPR document. The Town wants the security system vendor to be the entity pulling the wires for that security system.
- Stephanie Philips:** Noted that Soto School had security enhancements added into the project after it was designed.
- Clarence Zachery:** The Soto School had already been designed before the incident at Sandy Hook. Then the building committee for that project took

measures to prevent a similar event from happening at this new school.

Stephanie Philips: It involved specifying better doors, and for window security glass enhancements.

Lisa Yates: Explained that SHS won't have true ballistic glass because the budget won't support it. But the type of glazing most schools are going with is designed to delay an intruder for a specified period of time. Currently our project budget includes security glass that will delay an intruder for six minutes.

Clarence Zachery: Right, the current thinking is to secure in place and delay the intruder long enough for the first responders to arrive.

Beth Daponte: Are you saying that bullets will go through the glass that you're specifying?

Lisa Yates: Correct

Alan Llewelyn: The idea is, rather than build a prison-like facility, you delay the intruder so the occupants can get into safe lock-down mode, and let the proper authorities come and deal with the problem.

Clarence Zachery: A high caliber weapon will penetrate this glass.

Stephanie Philips: The project budgets simply won't support bullet-proof glass.

Beth Daponte: What are other towns doing?

Clarence Zachery: Other towns are also doing it this way.

Stephanie Philips: The project budgets simply won't support bullet-proof glass.

Brian Greenleaf: All of CREC's schools are being specified to have School Guard glass on the ground floor, the same holds true for the new Sandy Hook School.

- Ty Tregellas:** The one exception is typically the window from the hallway into the administration area is bullet-proof glass.
- Clarence Zachery:** One other issue with Soto School, that's not necessarily security related is regarding the hallway lighting switches. We specifically designed the Soto School to have abundant natural light, but in order to turn-off the hallway lights someone needs to climb a ladder to shut the switch off that is located in the ceiling. We're working on a solution to that one.
- Stephanie Philips:** To Ty's earlier comment about the bullet-proof glass at the administration area, at Soto we didn't do it correctly because they need to open the bullet-proof glass window to pass ID's and such through, which compromises the security. A better design approach would be like a bank teller's window.
- Lisa Yates:** The Administration area layout keeps evolving, but we'll take all this discussion into account as we proceed.
- Stephanie Philips:** I think we did a good job with Soto School and I'm very proud to have served on that building committee. But there are always lessons learned and it would be good to incorporate those here.
- Alan Llewelyn:** If there is no further discussion we'll move to Agenda Item 14 (there was no further discussion)

14. TECHNOLOGY CONSULTANT. CREC HAS HAD A CONVERSATION WITH BOE TECHNOLOGY DEPARTMENT HEAD ED MALLOY, TOPICS DISCUSSED:

- **Stratford's Needs Based on Victoria Soto Experience**
- **Infrastructure and equipment**
- **Document Compilation/Organization**
- **Technology PCT with Multiple Equipment Delivery Dates**
- **Bidding and Follow-up**
- **Training**

- Alan Llewelyn:** I think we just covered the first two bullets of Item 14. Is there any further discussion under "infrastructure and equipment"?

- Lisa Yates:** Since the furniture design is so 21st century (cutting edge), with the ability to utilize multiple walls within a space for teaching, we want to take maximum advantage of that. So we'll be implementing an add-alternate to install Smart boards on two walls in every classroom. We would like to include the infrastructure for the second Smart board even if we can't afford it as a part of this project, so the district can easily do it later.
- Stephanie Philips:** These probably won't be true Smart boards, but they will be similar. Another thing to consider would be the announcement display boards should be digital, like TV monitors.
- Rich Snedeker:** The bullets listed under Item 14 were designed to summarize CREC's discussion with Ed Molloy, but it was great that it stimulated this discussion.
- Alan Llewelyn:** Regarding "Bidding and Follow-up", and "Training", is that all part of the project and therefore reimbursable?
- Brian Greenleaf:** Depending on which specific equipment we're talking about, training might be included.
- Alan Llewelyn:** For the areas that aren't reimbursable for "training", does BOE IT become the default trainer?
- Brian Greenleaf:** Things that end up attached to the building like HVAC systems tend to include the training, things not attached like PC's tend not to have training reimbursed.
- Alan Llewelyn:** I just want to make sure we're following the normal protocols and not specifying anything that will increase the project spending beyond what is reimbursable.
- Clarence Zachery:** One other issue with all of our schools, currently we need to call someone at the Town to adjust our heat up or down. We need a direct method to control our own building temperatures at least at the level of our Director of Facilities, and we want that to be included in the design of this SHS project. We already have

internet based building automation systems, but the BOE doesn't have access to change anything on it.

George Perham: This sounds like a Town-policy item. We can specify anything that you want but the Town will need to come to an agreement as to who has access to the system, and how much access is allowed.

Clarence Zachery: Also, please remember to keep our energy consultant, DBS, involved in design discussions regarding this project

Alan Llewelyn: If the HVAC system is designed/installed properly, then no one should ever need to touch it.

Stephanie Philips: Are solar panels included in the project scope?

Alan Llewelyn: Brian, are photo voltaic systems reimbursable?

Brian Greenleaf: Yes.

Stephanie Philips: At Soto School we weren't sure we could afford them, but around ½ way through we realized we could so we quickly did a course correction and added them. Here we're building a new building so I think we should have solar panels as a part of the base plan.

Clarence Zachery: The previous BOE wanted solar panels as a standard anytime we installed a new roof. I don't know the current Board's opinion on that.

Stephanie Philips: I request that Alan look into making solar panels a part of this project.

Alan Llewelyn: Very well, Rich is instructed to put this on the agenda for the next meeting under "energy and environmental protection". We'll keep it as an alternate in the bid set until the GMP is established, and see where we go from there.

Stephanie Philips: I wish I remembered this when we were establishing the budget.

Richard Snedeker: Confirmed that this was discussed during the budget discussions where the Subcommittee established the \$126m budget. At the time we decided "we're going to do everything we can, we're going to try to do it if we can with the money we have".

Alan Llewelyn: Is there any other discussion.

George Perham: As we continue this process, Antinozzi Associates wants this committee to begin thinking about interior design themes and bring ideas forward for discussion. Or to consider establishing a committee for this aspect of the project.

Ken Poisson: It should be added to the agenda for the next meeting.

Richard Snedeker: "School Theme" going on the next agenda, got it.

Alan Llewelyn: Is there any other discussion. Hearing none, Mr Zachery motioned to adjourn, seconded by Mr. Lazaro, are all in favor? All were in favor.

Adjournment: The meeting was adjourned at 6:55pm by Renovations Subcommittee Chairman, Alan Llewelyn.

Minutes submitted by:
Richard Snedeker
Project Manager
CREC Construction Services

AGENDA

STRATFORD HIGH SCHOOL
BUILDING RENOVATIONS SUBCOMMITTEE REGULAR MEETING
January 14, 2016
Stratford Town Hall Room 213

(All Items are Subject to Tabling at the Discretion of the Committee Chair Due to 7:00 pm end time)

1. Call to Order (5:30 pm)
2. Approval of Agenda (Emailed January 13, 2016)
3. Approval of December 7, 2015 Special Meeting Minutes (Emailed January 13, 2016)
4. Reminder: February 2016 Meeting Schedule-Adjustment for Presidents Day Holiday (CREC)
 - In 2015 it was Moved to the Thursday After (which would be Feb. 18, 2016)
 - This was Decided During November Regular Meeting.
5. Town Council Update (Llewelyn)
6. Invoices and Bills (CREC)
 -
 -
7. CM Contract Update (Turner)
 - Signed by Turner 12/15/2015
 - Signed by Town 12/18/2015
8. Commissioning Update (CREC or SES)
 - Kick-off Meeting Held with Architect, IES, and CREC 12/15/2015
 - Additional Owner Information Provided to CxA 12/18/2015. This is a "Living" Document, Adjustments can be Made Later, and Can Be Revised.
 - Commissioning Agent Contract Update – Three Copies (Signed by SES) Delivered to John Casey During November Regular Meeting. (Signed by Town on/about 12/21/2015)

9. Review of Current Building Plans, Schedule, and Budget
 - SHS Project Submitted to Legislature 12/15/2015 (Priority List Emailed 12/17/2015)
 - "Holes" In The Schedule Due to Town Meeting Schedules

10. Next Steps: Design Decisions, Design Schedule, & Sub-Committee Deliverables
 - Inventory List of Existing Historical/Valuable/Sentimental Items Update
Planning Commission Comment: Memorial to Coach Walter A. Czekaj (Attachment)
"Needham Memorial Gymnasium"? (Couldn't Locate a Bio for Needham)
Any Other Spaces Named for Historic/Famous/Beloved People? (Bio's?)
 - Planning Commission 8-24 Review (Meetings 11/12 and 12/15, Unanimous referral to Town Council, Emailed 12/17/2015)
 - Time Capsule for Building Cornerstone
 - Time Lapsed Photography/Progress Photography/Drone Photography?
 - Hiring Independent Reviewer for OSCG Review (RFP Release Approximately March 2016)
 - Hiring Independent Structural Reviewer for Code (Exceeds Threshold Limits Building)
 - Site Logistics – Additional Property? (See Town Council Agenda for January 11, 2016)

11. Energy and Environmental Protection
 - STV FEMA Re-mapping Update (Antinozzi and/or STV) (Attachment)
 - Stantec/Antinozzi SCG-053 (formerly ED-053) Form Completion For Site (We Still Owe the LOMR Results to the State)

12. Hazardous Materials Consultant Update
 - Eagle Environmental Was Scheduled to Begin Initial Assessment This Week
Will Wait for Residents to Vacate 25 North Parade Before Assessing
 - Town Attorney and CAO Change Might Delay Contract

13. Security Discussions
 - Types of Security Glass
 - Main Office Design
 - Public Entry Points Design

14. Technology Consultant. CREC Has Had a Conversation with BOE Technology Department Head Ed Malloy, Topics Discussed:

- Stratford's Needs Based on Victoria Soto Experience
- Infrastructure and equipment
- Document Compilation/Organization
- Technology PCT with Multiple Equipment Delivery Dates
- Bidding and Follow-up
- Training

15. Adjournment (Approximately 7:00 pm)

Attachments: Coach Walt Czekaj
LOMR Email Dated 12/9/2015
LOMR Email Dated 12/30/2015