

Windham Magnet School
SDE# 163-0071 MAG/N
Town of Windham
School Building Committee Meeting
5-24-2010

ATTENDEES: (X =Attendees Present)

Susan Collins	SC	MSBC		Co-Chair
Paula Haney	PH	MSBC	X	Co-Chair
Mark Phelps	MP	MSBC	X	Member
Kathleen Mangiafico	KM	MSBC	X	Member
John Settlage	JS	MSBC		Member
Joe Underwood	JU	MSBC		Member
Peter Dart	PD	MSBC		Member
Nicole Bay	NB	MSBC	X	Member
Doreen Fuller	DF	Windham Public Schools	X	Superintendant of Schools/Member
Ana Ortiz	AO	Windham Public Schools	X	Assist. Superintendant
Stevanie Demko	SD	Perkins + Will Architects	X	Architect
Kathy Cowles	KC	Perkins + Will Architects	X	Architect
Ron Quicquaro	RQ	Perkins + Will Architects		Architect
Petina Killiany	PK	PinnacleOne/ARCADIS		Senior Project Manager
Norman Benjamin	NRB	PinnacleOne/ARCADIS	X	Senior Project Manager

MTG DATE **May 24, 2010- Meeting called to order at 6:34 pm**
LOCATION: **Work Room 2nd Floor – Kramer Building**
PURPOSE: **Regular Magnet School Building Committee Meeting**

<u>ITEM</u>	<u>ISSUE</u>	<u>ACTION</u>	<u>BY</u>
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EXECUTIVE SESSION

DF made a motion to enter into ES to discuss the land purchase agreement. MP seconded, all were in favor, motion carried.

1. CITIZENS AND DELEGATES:

- I. D. Rayhall thanked the committee for the May 20th meeting with the fire department. PH passed on thanks to all members of the FD that attended and provided input into the site design. PH also noted that this would be just the first meeting with the fire department and that as the design progressed that we would be reaching out to them for addition review.
- II. Laurie Jeffers noted that there are two different land purchase agreements. One signed by the current land owner and one signed by the Town. PH stated that the committee would look into this.

2. APPROVAL OF MEETING MINUTES

ARCADIS requested that the approval of the 5/10 minutes be tabled until the 6/14

meeting.

3. OLD BUSINESS

A. Architects Update

KC of P+W gave a brief update on the progress of the project design and specifically the floor plan. She noted that the music room and project science had been relocated as discussed at prior meeting. DF commented that she thought the design team had done a good job listening to the committee and their suggestions.

KM asked if the courtyard was level, MP asked if the water course in the courtyard was accessible via a walk way and how exactly was the building built into the hill. PH asked if there were egress doors on the portion of the building that was built into the hill. KC responded by saying that at the next meeting elevations would be provided which would provide a better understanding of the building design and how it fits within the site's topography.

MP noted again for the record that there are doors missing in the locker rooms and DF followed up by talking about dual access.

While KC updated the committee on the design progress, SD of P+W passed out a group of definitions for "culture". The plan was to have the committee help define what "culture" meant to them and how it would be incorporated into the design of the magnet school. The committee was asked to pick three of the definitions they felt best described Culture. The top four definitions were posted and discussed with the committee. It was interesting to note that all of the top definitions tied with three votes apiece. NB talked about the culture being the program and allowing the flexibility to work together. KM agreed and an open discussion on this subject ensued.

SD of P+W provided a handout, then talked about LEED and the various rankings and point system. MP noted that there should be a way to incorporate the LEED component into a teaching opportunity but by the same token a balance need to be reached that took cost into account. All members agreed.

B. PM Update

ARCADIS reported that the progress with the St. Joe's easement was slowly moving in the right direction. NRB noted that the attorney for St. Joe's was out of the country until the end of the month but would continue to be in contact with Mr. Cody via email.

NRB also reported that the draft Radon letter was received and that a radon mitigation system would need to be incorporated into the foundation. He also noted that this is not a big ticket item and that it is prudent thing to do. H also noted that a draft copy of the phase 1 EAS was due on Wednesday and would be reviewed and sent up to the State in its final format. He also stated that he expected the State to approve the purchase of the Tuckie road property by the end of the month.

NRB provided a copy of the project phasing letter that was sent to BSF on behalf of the superintendent.

NRB handed out and reviewed the current budget. DF asked if the font could be enlarged to make reviewing it easier. NRB agreed and the next update would be enlarged as requested.

C. Invoice approvals - None

4. NEW BUSINESS

MP made a motion to authorize ARCADIS to proceed with awarding a contract for geotechnical services to GZA. NRB explained the need for these services for use in the design of the foundation and to gain a better understanding of the site and rock removal methods/options. NRB noted that GZA is on the State of Ct approved contracts list and by awarding to GZA no bidding was required. MP seconded the motion, all were in favor. Motion carried.

MP made a motion for adjournment which was seconded by DF. All were in favor and the motion carried.

5. SCHEDULE NEXT MEETING

- A. Next meeting is scheduled for Monday, June 14, 2010, **at 6:30pm**
Meeting Adjourned 8:25 pm.

We believe the preceding statements to be an accurate summary of items discussed. We would appreciate notification of exception to any items contained within these meeting minutes within three (3) days of receipt.

Minutes prepared by: Norman R. Benjamin, ARCADIS
Distribution;

Attendees, MSBC & Karen Lewis, Neal Beets, Rich Cody, Jeff Nelson