

## **WEST STREET SCHOOL BUILDING COMMITTEE MEETING MINUTES**

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Meeting Date: June 3, 2015

Location: East Meadow School - Library

Members Present: Mark Bail, Chair of the West Street School Building Committee  
Joe Rokowski, Vice Chair, West Street Building Committee  
Deborah Barthelette, Principal, West Street Elementary School  
Emre Evren, Granby School Committee Member  
Jennifer Fraser-Champagne, Principal East Meadow School  
Judith Houle, Interim Superintendent of Schools  
Thomas Jefferson, Director of Pupil Services, Granby Public Schools  
Andrea Kennedy, West Street Building Committee Member  
John Libera, Chair of the Granby Finance Committee  
Chris Martin, Town Administrator  
Jim Morrissey, West Street Building Committee Member  
Jim Pietras, Granby School Committee Member  
Ken Scully, Director of Maintenance, Granby Public Schools  
Lynn Snopek-Mercier, West Street Building Committee Member

Also in attendance: Alan Minkus, Colliers International  
Helen Fantini, Jones Whitsett Architects  
Kristin Whitsett, Jones Whitsett Architects  
Lillian Camus

Mark Bail called the meeting to order at 6:02 p.m.

### Approval of May 21, 2015 minutes

Approval of the May 21 minutes were postponed.

### Old Business

None.

### Schedule Update

Alan Minkus distributed an updated schedule. Mr. Minkus noted that everything is on schedule and he has some Preferred Schematic Report (PSR) MSBA documents that need to be signed by the Town Administrator, Superintendent and Chairman of the SBC for the submission. Mr. Minkus noted that an independent estimate for the PSR has taken place and pointed out the construction values have increased from what was discussed previously ; however, the net costs to the Town have gone down from what was presented previously now that more budget details have been developed. Mr. Minkus reminded the Committee that these numbers are still estimates at a very early stage in the process.

Emre Evren asked if we are we still at 50% reimbursement or did that change. Mr. Minkus reviewed the Project Budget indicating a 62.61% reimbursement rate from the MSBA on the eligible portions of the Project Budget. Maintenance and LEED certification were factored into this reimbursement rate. Mr. Minkus indicated that not all costs were considered eligible by the MSBA and at this stage of the project Granby should expect approximately 50% of the Project Budget would be reimbursable by the MSBA.

Kristin Whitsett explained the costs get more complicated. As the site costs and other ineligible items go up and down that could affect the Town's percentage. The PSR estimate also included the 6% escalation factor as well as a 12% design and pricing contingency

Mr. Whitsett reviewed the presentation for the 7 p.m. Town Informational Meeting.

Mr. Minkus explained there are "Construction" and "Owner" contingencies built in to the MSBA budget to offset unseen issues that may come up during construction.

The group discussed potential questions and responses for the meeting with the Town.

#### DEP Update

Joe Rokowski distributed talking points for the June 3 meeting.

#### Any other business to come before the Committee

None

#### Next Meeting Date

To be determined.

#### Adjournment

Motion made to adjourn by Emre Evren and seconded by Deborah Barthelette. Approved unanimously and adjourned at 6:51 p.m.

Respectfully submitted,

Lillian Camus  
Recording Secretary