STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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MAURICE W. BLANCHETTE
First Selectman

JAMES M. PRICHARD
Deputy First Selectman

LAURIE E. BURSTEIN
A. LEO MILLER, JR.
LORI L. SPIELMAN
RONALD F. STOMBERG
JOHN W. TURNER

SPECIAL MEETING
BOARD OF SELECTMEN
Monday, November 28, 2011
Town Hall - Meeting Hall

Minutes

SELECTMEN PRESENT: Maurice Blanchette, A. Leo Miller, James Prichard, Ronald Stomberg and John Turner

SELECTMEN ABSENT: Laurie Burstein, Lori Spielman

OTHERS PRESENT: Nicholas DiCorleto, Director of Finance; Don Davis, Director of Emergency Management; Stephen Cullinan, Superintendent, Ellington Public Schools; Anthony T. Littizzio, BOE Director of Business Services; Board of Finance Members: John Rachek, Michael D. Varney, Richard J. Cleary, Jr. and Barry Pinto; Board of Education Members: Daniel C. Keune, Chair, Gary J. Blanchette, Ann Marie Hayes, Kristen Picard-Wambolt, James M. Stoughton, Howard Friedman, Tracey Kiff-Judson and Michael Young; Arlo Hoffman, Planning & Zoning Chair; Permanent Building Committee Members: Peter W. Welti, Chair, Thomas Adams, Gary T. Feldman, Sr., David Stavens and Jeffrey Gerber; Hugh Pearson, Moser Pilon Nelson Architects; Erin Quinlan, Patch.com

1. CALL TO ORDER

First Selectman Blanchette called the Special Meeting of the Board of Selectmen (BOS) to order at 7:32 p.m.

2. CITIZENS' FORUM: No one came forward.

3. BOE FACILITIES COMMITTEE:
   - Review Plans for Expansion/Renovation of Crystal Lake School and Alterations/Re-tasking of Windermere School

   Mr. Blanchette welcomed members of the Board of Finance, Board of Education, Permanent Building Committee, School Administration, other invited guests and members of the public. He introduced Stephen Cullinan, Superintendent of Ellington Public Schools, who will present an overview of the plans for the

renovation and expansion of Crystal Lake Elementary School and alterations and renovations for re-tasking Windermere Intermediate/Elementary School.

Mr. Cullinan said that the concept of renovating the Crystal Lake School has been talked about since the early 1990s. Formally, in 2004, there was a study committee for facilities, headed by Mr. Blanchette, including Mr. Miller as well as other members who now serve on the Board of Education. In 2004-2005, the Facilities Committee made a presentation to the BOS and the BOF. In 2006, there were several conceptual drawings that were done by Moser Pilon Nelson Architects with regard to options for Crystal Lake School, the Windermere School, the High School and the Middle School. In 2008, the economy was not in good shape, and the BOE decided that it was not a good time to present the proposals. In 2010, the BOE reformed its Ad Hoc Facilities Committee. The Town's purchase of 59 South Road makes it possible to present this proposal. Mr. Cullinan said it would be difficult to guess what position the Town would be in now had this property not been acquired.

Mr. Cullinan said that as they went forward with the process there were several options on the table. One was a very large expansion to the Middle School, adding 18 classrooms and putting grades 6, 7 & 8 there. On paper, it could be built, but in reality, it was not going to work. Mr. Cullinan said that he was glad that Mr. Varney, Fire Chief, was on the Committee at the time, as he pointed out that an emergency vehicle would not have been able to get to the back of the school, which pulled that option off the table. He said that anyone who has pulled in and out of the driveway at Crystal Lake School knows that it is not a good situation and a new entrance and exit, from a safety standpoint, needs to be done. There are a number of other inefficiencies in the school as well.

Mr. Cullinan said that from an enrollment point of view, the Ellington Public Schools have been growing. Each annual presentation to the BOF at budget time shows that the schools have grown by 20% in the last decade and are projected to grow approximately 20% in the next decade.

Mr. Cullinan introduced Mr. Hugh Pearson, Moser Pilon Nelson Architect, wjp presented a detailed PowerPoint presentation [attached]. He reviewed the proposed expansion and renovation of Crystal Lake School, as well as the proposed renovations to Windermere School. He provided a breakdown of anticipated costs, expected enrollment numbers, as well as the State of Connecticut reimbursement expected for each project, and the total projected cost to the Town. He reviewed the highlights of each area, as noted on the attached presentation.

Mr. Pearson noted one of the major concepts is that the State has put into law the need for building systems based on conventional/high performance equipment. In doing the renovation, it focuses on energy consumption, so instead of meeting established code, the project will exceed code by 21%. Therefore, the Town does a modeling process in terms of how the existing building would work as renovated under current code, and then designs into it factors of improved efficiency of mechanical systems in order to exceed code by 21%, in terms of energy use. One of the considerations is installing geo-thermal HVAC systems. The initial cost may not support full geo-thermal, but there may

be a hybrid approach that may be appropriate. The project will be full code compliant and full ADA compliant. Mr. Pearson also reviewed the acoustic standards that must be adhered to so that every student has an equal opportunity to hear in the classroom.

Mr. Pearson reviewed the process and time-line for building the Crystal Lake School expansion and completing the renovations, as outlined in the presentation. He said that the project will be sequenced for minimal disturbance. He said it will be approximately a 2-year time-frame of sequencing construction, with the completion anticipated to be the beginning of the school year in 2015. The schedule will be built into the contract documents and that has to be carefully managed during the process.

Mr. DiCorleto asked if the Crystal Lake School, after expansion, will be able to accommodate just the projected 337 students, or could it handle additional students. Mr. Cullinan responded that 337 students is what the expected enrollment is, but it will handle more students.

Mr. Turner asked if the cost estimates include furnishings, technology and an emergency generator for the building. Mr. Pearson said that it does.

Mr. Adams asked if when the Committee went through the process, did they look at past projects to determine if there are any lessons that could be learned going forward and Mr. Pearson said that you always learn from past projects. He said that the intent is to have open communication between the Building Committee and the Superintendent's Office. Mr. Cullinan added that during the development process, members of the Committee and members of the BOE have been involved.

Mr. Gary Blanchette asked if there are better companies out there for construction than the one that has been used. Mr. Pearson said that more and more projects are utilizing construction management, in terms of the advisor version as opposed to the construction manager at-risk version. He said that the impression at this point is more that considering general construction, if you get the right company, based on the size of the project and the money involved, a good general contractor might be a better approach, but sometimes when you get into a complicated job when you are renovating an occupied building, construction management can have advantages, too.

Mr. Rick Cleary asked what kinds of contingency numbers have been put on the project. Mr. Pearson said that there will be some design contingency, construction contingency and there is some cost escalation built in.

Mr. Kuene said that as a point of interest, one that the Facilities Committee addressed that hasn't come up yet tonight, is the availability of adequate fire safety vehicles. He said that the Crystal Lake Fire Department has a relationship with two area fire departments that have adequate equipment, so they will not be requesting a new truck. The Fire Department did make a request for installation of a pipe at a nominal cost that would be done during construction which would make it beneficial in dealing with a fire situation.

Mr. DiCorleto asked if the Crystal Lake School gym will have showers, in the event the building needs to be used as a shelter. Mr. Pearson said that there will be showers.

Mr. Cleary asked if the proposal to change the Center School to K though 6, and move the Pre-K out, will be done with no renovations and at no cost. Mr. Cullinan said that there may be some slight renovation costs that would come under the operating budget, such as furnishings, if one of the classrooms is redesigned to accommodate a science classroom.

Mr. DiCorleto asked if, with grades 5 and 6 moving to the Center School, there will be a need for new athletic fields. Mr. Cullinan responded that there is no space for athletic fields, so the present space will remain as is.

Mr. Miller said he mentioned some time ago his concerns with a safety issue regarding detention ponds. Mr. Pearson said he understood Mr. Miller's concerns.

Mr. Cleary asked if additional staff will be required in this proposal. Mr. Cullinan said that there will be a need for two teachers; one for grade 5 and one for grade 6. This adds a cost of two teaching positions with benefits. He said that, unrelated to the project, several years ago Ellington cut 1.6 physical education positions and 1 art position. He said that at some point, regardless of the project and enrollment, there will be a need for an additional art teacher.

Mr. Welti asked if, as the public meetings start, consideration has been given to potential questions such as the fact that fifteen years ago, Ellington had three K through 6 schools and now is proposing to go back to that model. Mr. Cullinan said that the number one issue is space. The most cost-effective manner to take care of the enrollment of this district over the next decade is this plan, which offers the most sound educational program.

Mr. Cullinan asked anyone who may think of additional questions after the meeting to call or email him. He noted that if there are approvals to move forward with referendum, there will be a number of public forums in the community to address questions.

Mr. Blanchette thanked all for attending.

4. ADJOURNMENT:

MOVED (STOMBERG), SECONDED (MILLER) AND PASSED UNANIMOUSLY, BY THOSE PRESENT, TO ADJOURN THE MEETING OF THE BOS AT 8:36 P.M.

Submitted by LouAnn Cannella Approved by Maurice Blanchette
LouAnn Cannella Maurice Blanchette

Crystal Lake Elementary School

Windermere Intermediate / Elementary School

Presentation to

Town of Ellington Board of Education

SCHOOLS STUDY
TASK B

November 10, 2011

MOSER
PILON
NELSON
ARCHITECTS

Crystal Lake School

ELLINGTON
CRYSTAL LAKE (MAX REIMB. RATE = 58.12%)

SPACE STANDARDS WORKSHEET

This worksheet should be completed and submitted with the application for any N (new), E (extension), A (alteration), or RENO (renovation) project, or combination of such types of project.

State Standard Space Specifications
Grades

Projected Enrollment	Pre-K and K	1	2	3	4	5	6	7	8	9	10	11	12
	Allowable Square Footage per Pupil												
337 0 - 350	124	124	124	124	124	156	156	180	180	180	194	194	194
351 - 750	120	120	120	120	120	152	152	176	176	176	190	190	190
751 - 1500	116	116	116	116	116	148	148	170	170	170	184	184	184
Over 1500	112	112	112	112	112	142	142	164	164	164	178	178	178

1. Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.
2. Using the figures on that line, complete the grid below for only those grades housed within the school.

Pre-K	–	6	156
K	124	7	–
1	124	8	–
2	124	9	–
3	124	10	–
4	124	11	–
5	156	12	–

(a) Total (grades Pre-K through 12) 932
(b) Number of grades housed 7
(c) Average [(a)/(b)] 133.14
(d) Highest Projected 8-year Enrollment 337
(e) Maximum Square Footage [(c) x(d)] 44,809

3. Total square footage at completion of project:
   a. Existing area constructed pre-1950. 29,600
   b. Multiply "a." by 80% —
   c. Area (at completion of project) constructed1950 or later. 47,950
   d. Square footage for space standards computation (b+c). 47,950

If line 2(e) is greater than line 3(d) there is no grant reduction.

If line 3(d) is greater than line 2(e), divide line 2(e) by line 3(d). 93.57 *

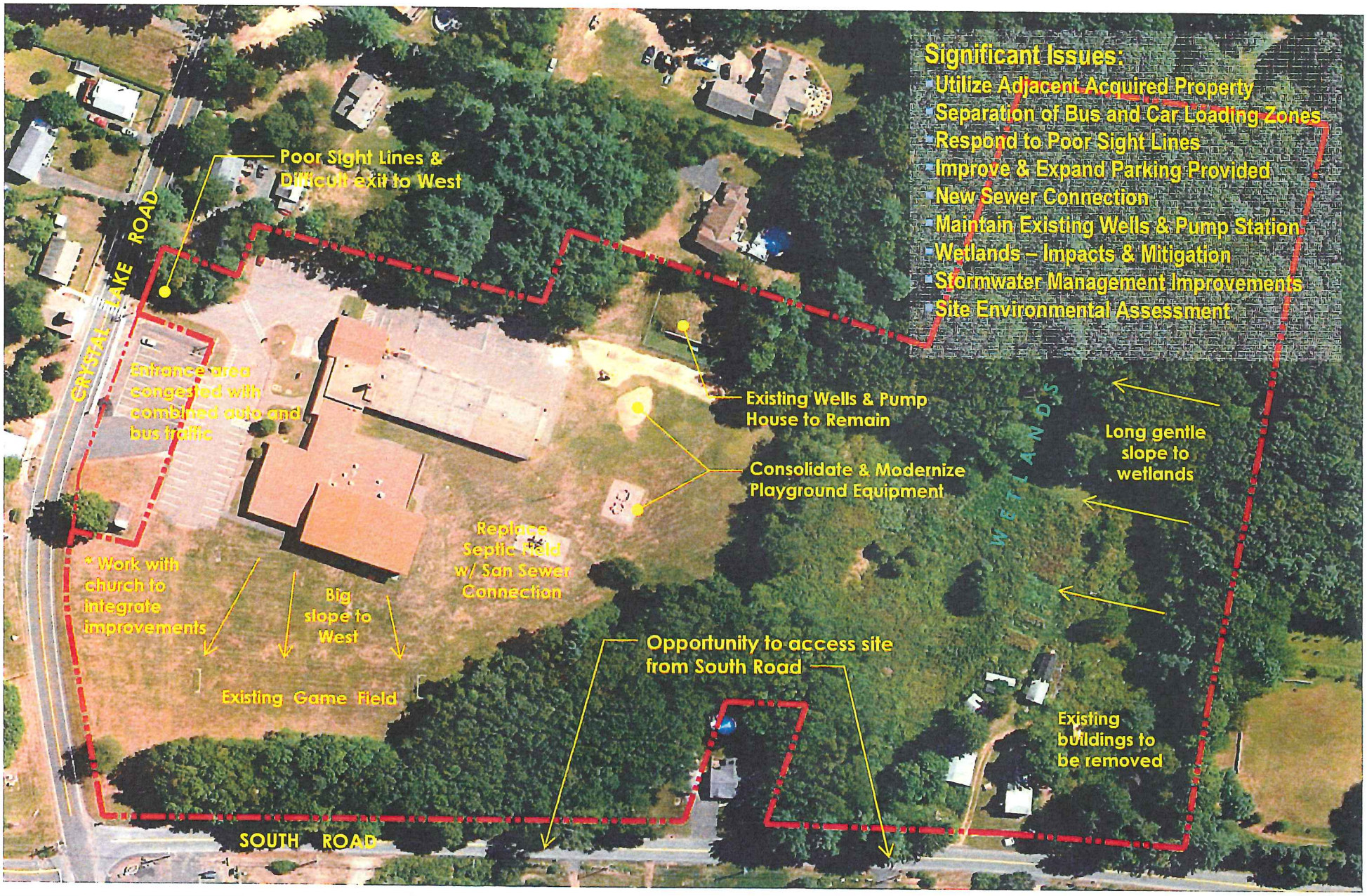
* This factor will be used to reduce total eligible costs because of space in excess of the maximum eligible for reimbursement.
If a project exceeds the standards solely as the result of extraordinary programmatic requirements, the superintendent may submit a request to the Commissioner for a waiver. A detailed list of space allocations for all extraordinary programs with explanations must be included with the request.

(NET REIMBURSEMENT = 54.38%)

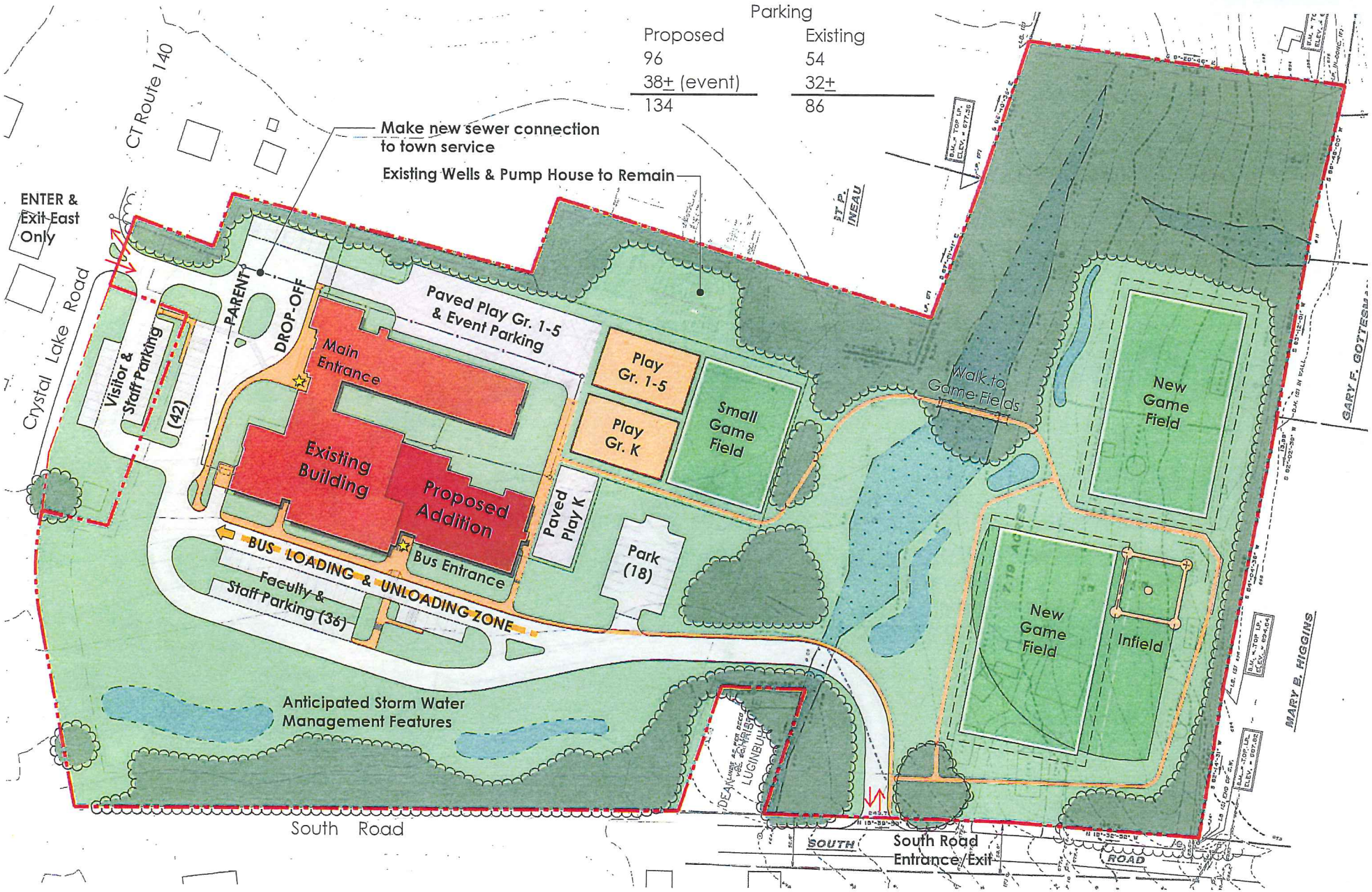
- Currently a neighborhood K-4 grade school
- Proposed change to a neighborhood K-6 school
- Acquisition (Site 59 South Road)

Estimated K-6 enrollment	337 students
Square footage	Existing = 29,600 SF Proposed = 18,350 SF Total = 47,950 SF
Maximum State reimbursement potential for application year 2012	58.12%
Reimbursement projection per space standards	54.38%
Partial and ineligible costs est.	4%
Net reimbursement from State of Connecticut	50.38%

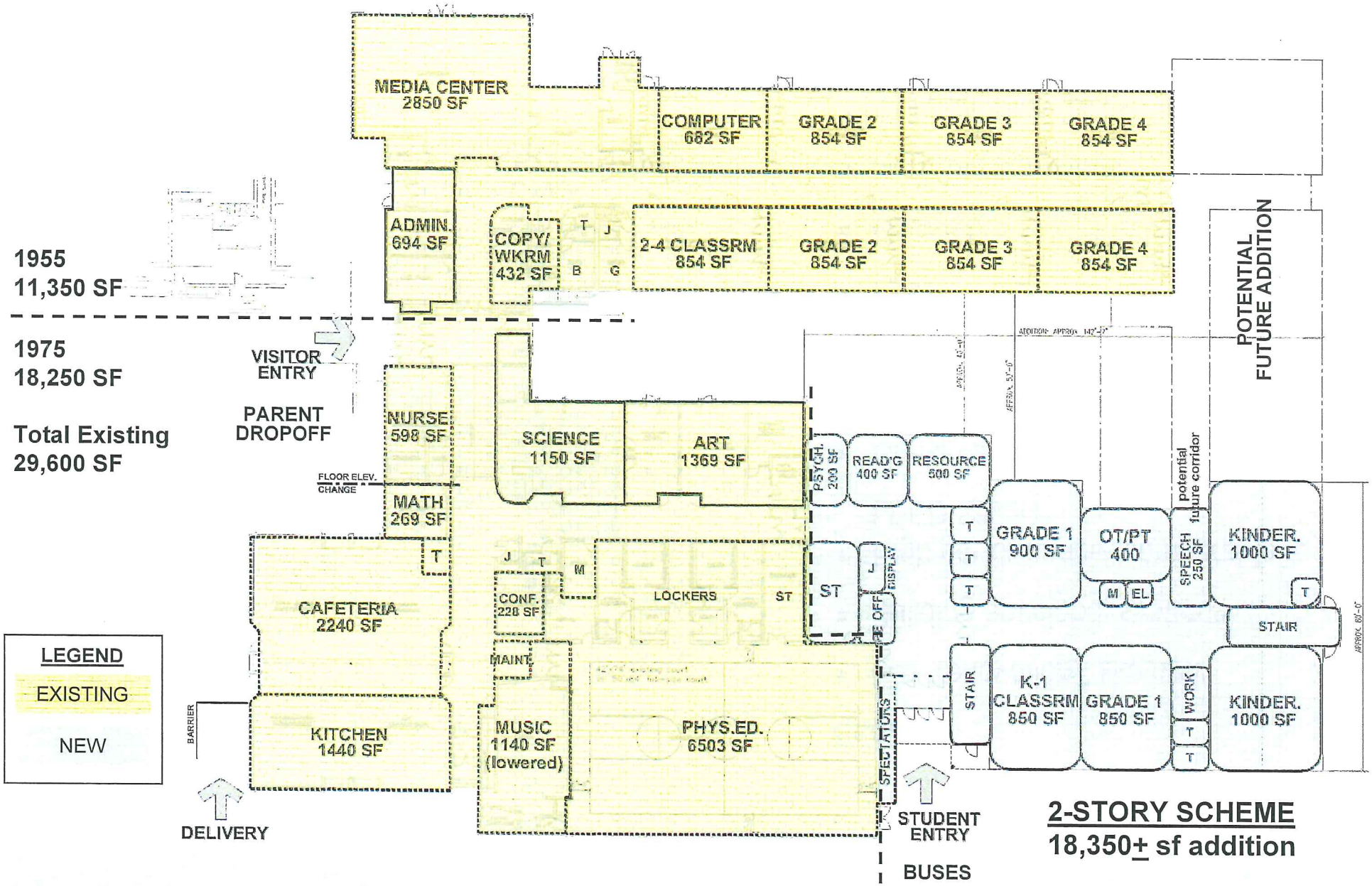
Crystal Lake School Ex. Site Conditions



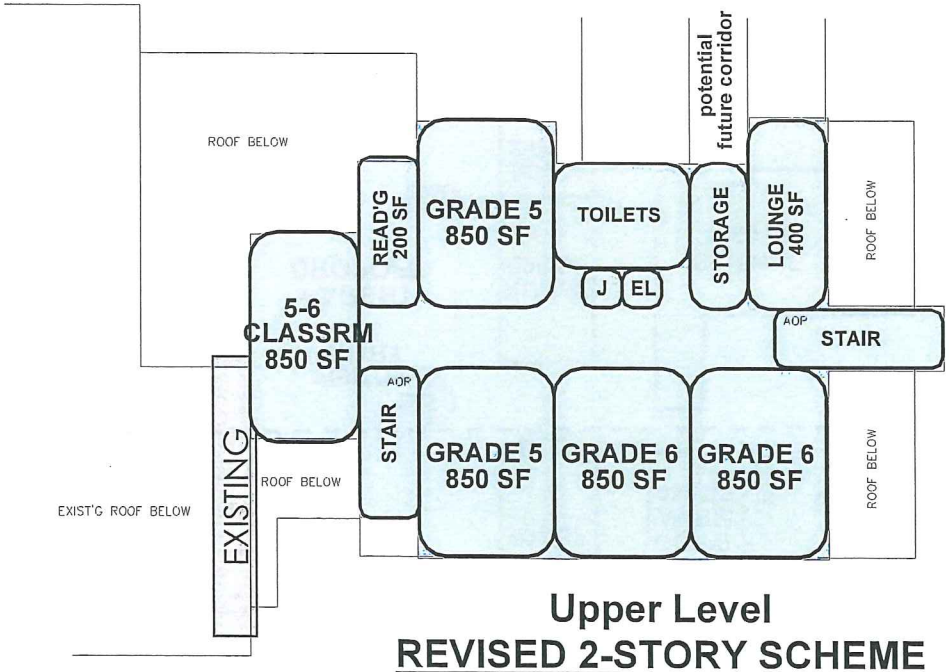
Crystal Lake School Site Plan



Crystal Lake School Programmatic Plan



Crystal Lake School

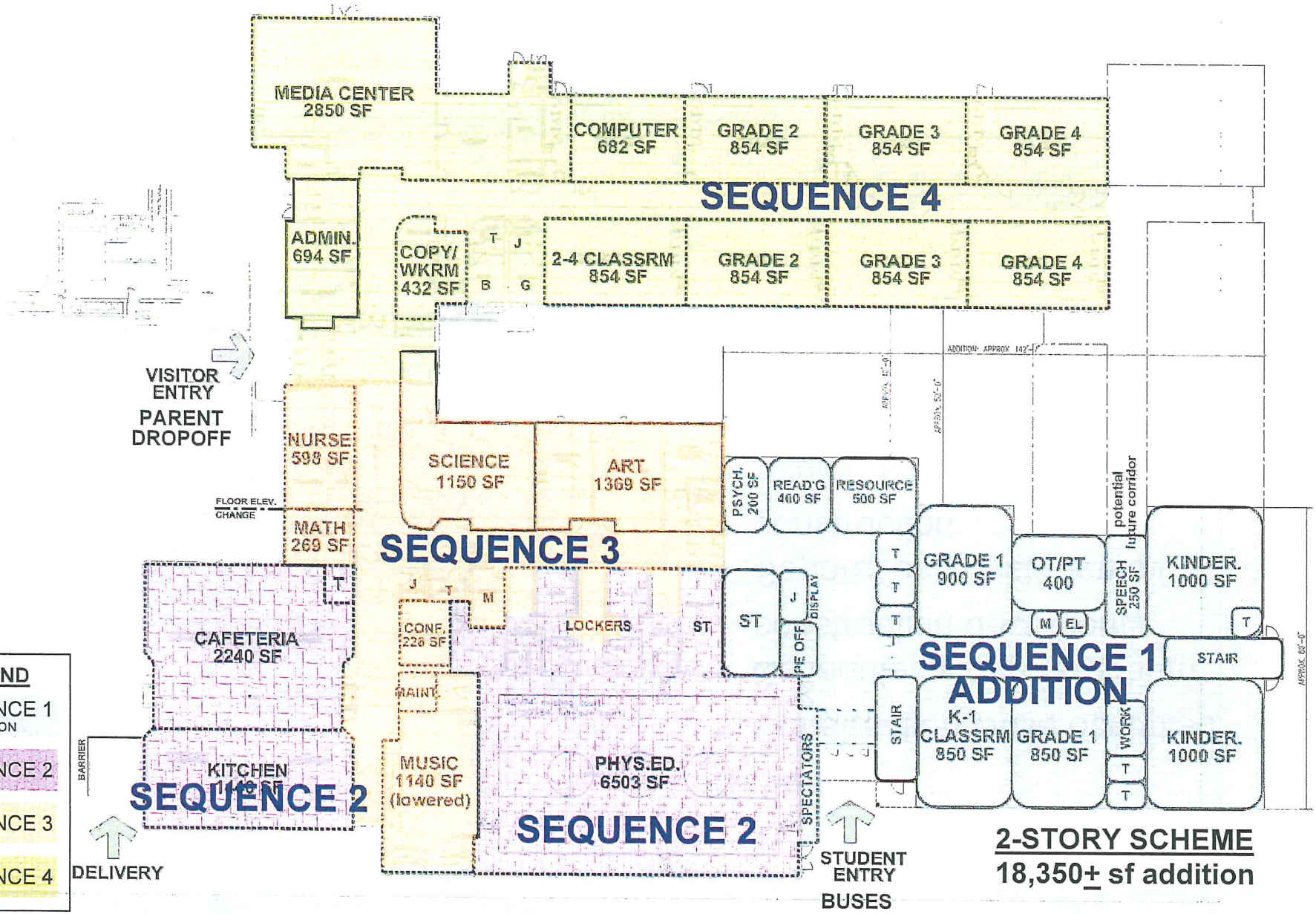


Upper Level
REVISED 2-STORY SCHEME

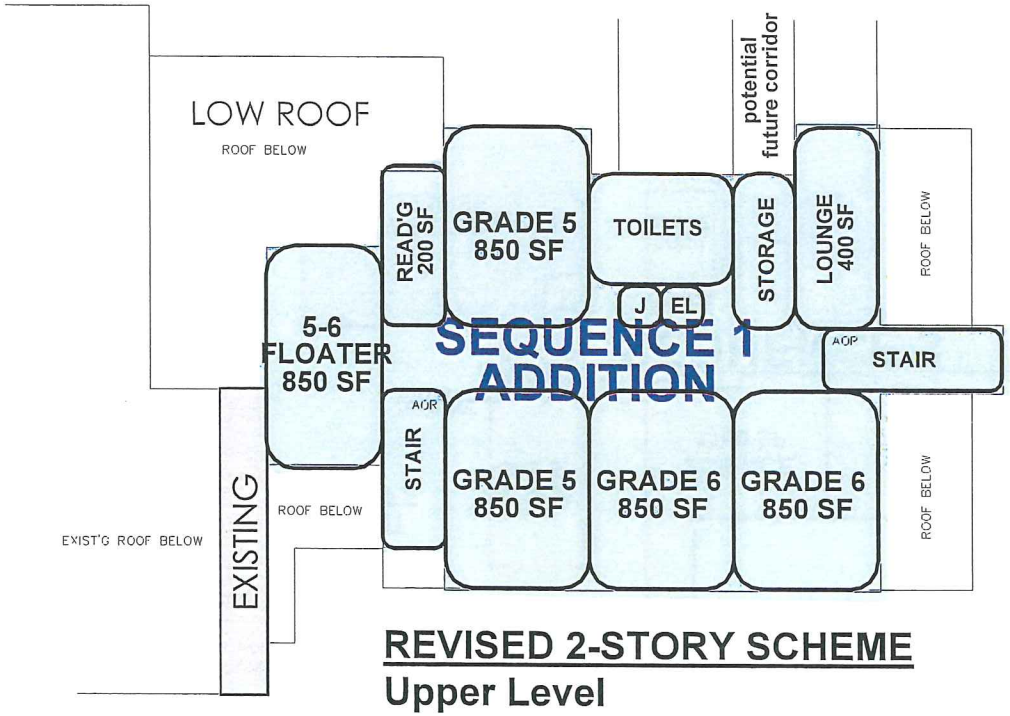
Scope

- Full "renovation;" like new
- Building envelope, systems
- High performance (comparable to LEED Silver)
- Consider geo-thermal/ conventional HVAC
- Code compliance
- ADA
- Hazmat
- Acoustic standards
- Core facilities for K-6 (media center, gym, cafeteria)

Crystal Lake School Construction Sequencing



Crystal Lake School Construction Sequence



REVISED 2-STORY SCHEME
Upper Level

Schedule

- Construction while occupied
- Schedule incorporated into construction documents
- Separations of students / construction
- "Quiet" times for testing
- Coordinate with officials for egress and safety
- Limited programs "on a cart"?

Year	Year 2013				Year 2014												Year 2015								
Month	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
Sequence 1					New Addition							*	K-4 occupancy												
Sequence 2									Summer plus: Roof, Abatement, Systems																
Sequence 3										Summer plus: 1977 Kitchen/Café/Gym														K-6 occupancy	
Sequence 4																	1955 Wing							*	
Close out																		As-builts, punch list, State Audit							

Windermere Reimbursement / Program

ELLINGTON
WINDERMERE

(MAX REIMB RATE = 58.12%)

SPACE STANDARDS WORKSHEET

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Grades

Projected Enrollment	Pre-K and K	1	2	3	4	5	6	7	8	9	10	11	12
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0 - 350	124	124	124	124	124	156	156	180	180	180	194	194	194
351 - 750	120	120	120	120	120	152	152	176	176	176	190	190	190
751 - 1500	116	116	116	116	116	148	148	170	170	170	184	184	184
Over 1500	112	112	112	112	112	142	142	164	164	164	178	178	178

1. Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.
2. Using the figures on that line, complete the grid below for only those grades housed within the school.

Pre-K	120	6	152
K	120	7	
1	120	8	
2	120	9	
3	120	10	
4	120	11	
5	152	12	

(a) Total (grades Pre-K through 12) 1024
(b) Number of grades housed 8
(c) Average [(a)/(b)] 128
(d) Highest Projected 8-year Enrollment 660
(e) Maximum Square Footage [(c) x(d)] 84480

3. Total square footage at completion of project:
   a. Existing area constructed pre-1950. 84,519
   b. Multiply "a." by 80% –
   c. Area (at completion of project) constructed1950 or later. 84,519
   d. Square footage for space standards computation (b+c). 84,519

If line 2(e) is greater than line 3(d) there is no grant reduction.

If line 3(d) is greater than line 2(e), divide line 2(e) by line 3(d). 99.95*

* This factor will be used to reduce total eligible costs because of space in excess of the maximum eligible for reimbursement.
If a project exceeds the standards solely as the result of extraordinary programmatic requirements, the superintendent may submit a request to the Commissioner for a waiver. A detailed list of space allocations for all extraordinary programs with explanations must be included with the request.

(ESTIMATED: NET REIMB. RATE = 58.09%)

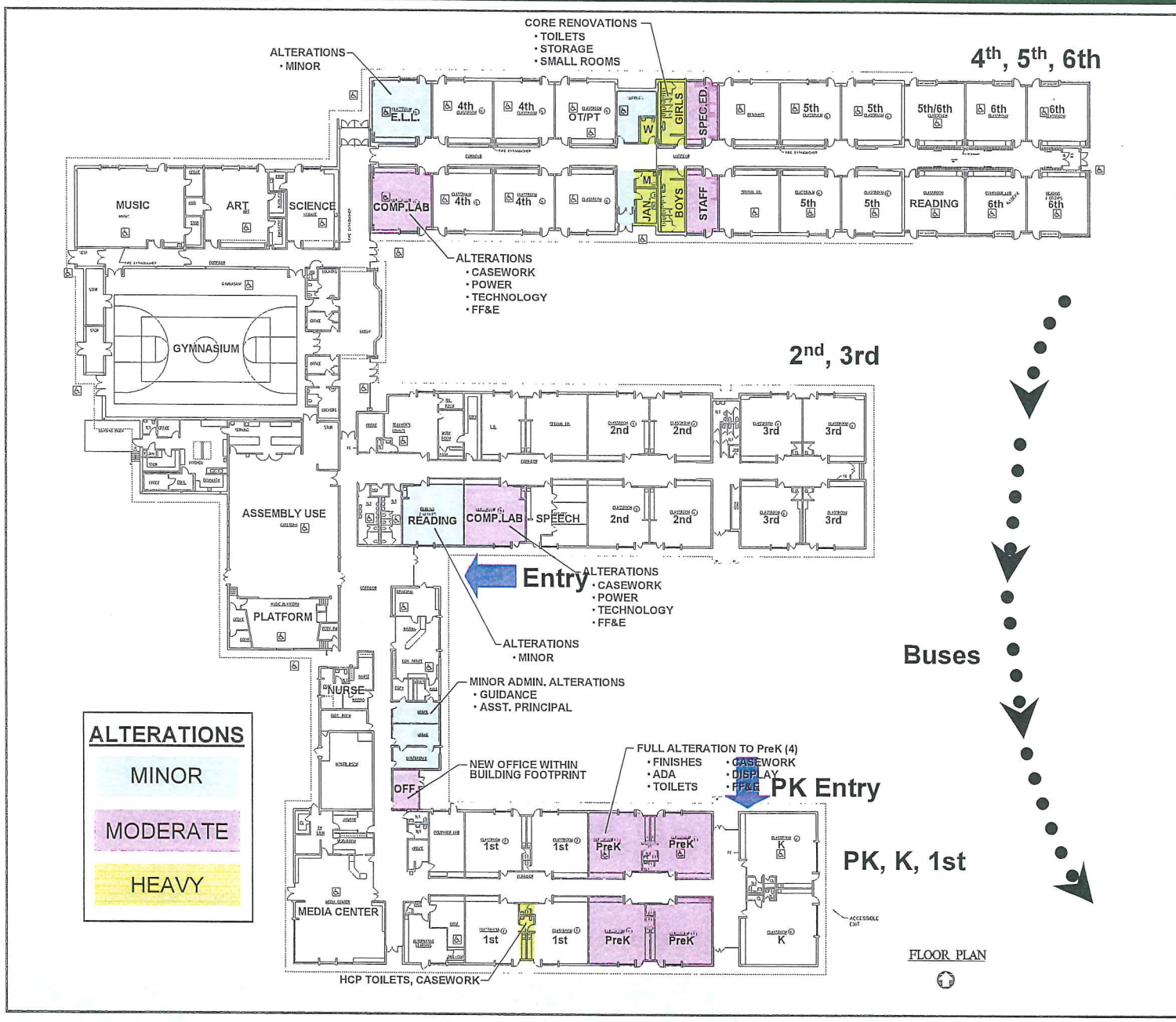
* Ineligible scope will impact cost reimbursement

Programmatic Alterations

Scope

- Currently a neighborhood K-4 school with District 5 & 6 Grades; enrollment 800+
- Proposed change to a neighborhood K-6, with districtwide PK
- Enrollment to match square footage = 660 students
- Square footage = 84,519
- Suggested alterations = 10,000± SF
- Alteration scope
  - Limited systems, modifications, capital improvements
  - No additions, no site work, Pre-K playscape?
  - Computer labs (2)
  - Grades 5-6 core renovations
  - Support rooms
  - Administration, guidance
  - Staff areas

Windermere School

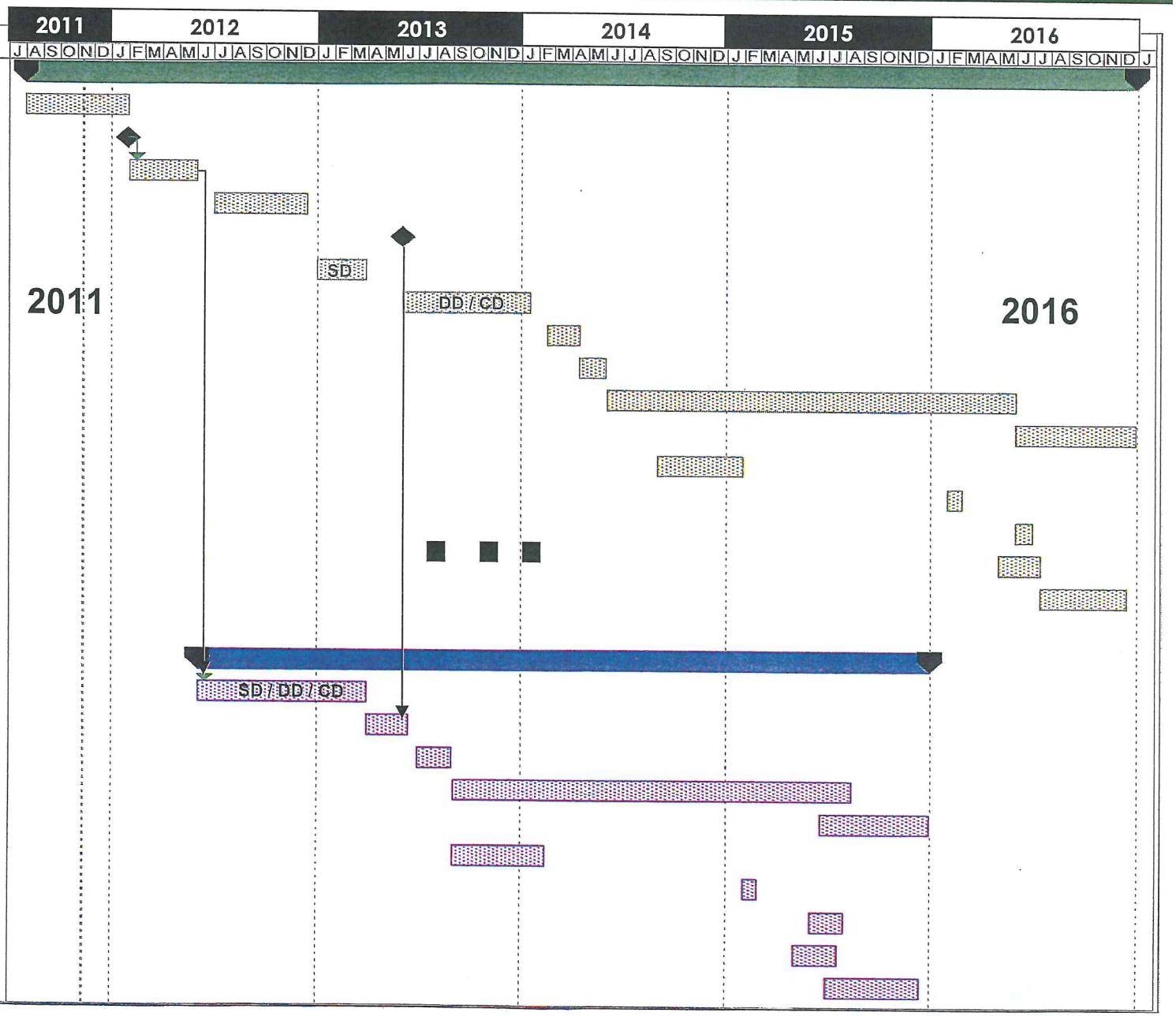


Construction Schedule

- Work over summer(s)
- Work after Crystal Lake

Conceptual Schedule

ID	Task Name
1	**Standard Schedule**
2	Pre-Referendum
3	Referendum
4	ED-049 (Ed Specs) (State Application)
5	State Application Review (DOE)
6	State Authorization (Legislature)
7	Design (SD)
8	Design (DD, CD)
9	State Approval
10	Bid
11	Construction: Crystal Lake
12	Construction: Windermere
13	FF&E Design (State Approval)
14	FF&E Bid
15	FF&E Install
16	Commissioning
17	Close Out
18	
19	**Accelerated Schedule**
20	Design (SD, DD, CD)
21	State Approval
22	Bid
23	Construction: Crystal Lake
24	Construction: Windermere
25	FF&E Design (State Approval)
26	FF&E Bid
27	FF&E Install
28	Commissioning
29	Close Out



Estimated Project Cost Summary

Crystal Lake			Windermere			Combined Totals	
Bldg Envelope			Bldg Envelope				
renovate	$	1,770,800	renovate	$	-		
new	$	1,659,300	new	$	-		
Bldg Infrastucture			Bldg Infrastucture				
renovate	$	1,264,000	renovate	$	64,697		
new	$	629,600	new	$	-		
Site	$	3,398,000	Site(PK playscape)	$	214,000		
Renovations	$	3,792,800	Renovations	$	1,747,618		
Additions	$	1,728,000	Additions	$	-		
Total Const	$	14,242,500	Total Const	$	2,026,315	$	16,268,815
FF&E & Technology	$	1,000,000	FF&E	$	100,000	$	1,100,000
Soft Costs 20%	$	2,848,500	Soft Costs 20%	$	405,263	$	3,253,763
Total Project	**$**	**18,091,000**	**Total Project**	**$**	**2,531,578**	**$**	**20,622,578**
Est Reimb. Bldgs	$	9,114,246	Est Reimb.	$	1,265,789	$	10,380,035
Est Reimb. Site Acquisition	$	162,486				$	162,486
Total Town Cost	**$**	**8,814,268**	**Total Town Cost**	**$**	**1,265,789**	**$**	**10,080,057**

Site Acquisition-Estimated		
7.19 acres	$	340,000
Est.Reimb. @ 47.79%	$	162,486
Total Town Cost	$	177,514

Crystal Lake Notes:

- Building systems are based on conventional/high performance equipment.
- Geo-Thermal (Hybrid scenario) may add up to $1m. Detailed site/soils analysis/engineering are required to further define scope and budget.

Site Acquisition Notes:

- Costs are not included in project costs as it was a previous acquisition, however estimated reimbursement costs are included here.
- Existing site =9.07 acres.
- Added site = 7.19 acres.
- Total site = 16.26 acres; Allowable acres for reimb. = 13.37 acres
- Est. acquisition reimbursement = 47.79%