I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 6:03 PM.

II. Roll Call – Members present: Stephen Woods, Chairperson; Chris Miner, Paul Vessella, Carol Duggan, Jeremy Whetzel, and Gail Budrejko (arrived at 6:06 PM). Others present: Maureen Brummett, Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operating Officer; Jason Smith, Principal; and Jeff Baron, Director of Administrative Services. Head Custodian Jeff Pearson assisted with the tour of the building.

III. Approval of Prior Meeting Minutes – Mr. Vessella made a motion that the minutes of the October 3, 2019 meeting be approved as written. A second to the motion was made by Mr. Whetzel. The motion passed by a vote of 5 YES to 0 NO.

IV. Public Participation – None.

V. Staff Presentation - Introduction – Presented by Dr. Brummett. She requested that the Committee tour the building at the start, in order to take advantage of the presence of the Head Custodian, after which she would make a power point presentation.

VI. Tour of Reynolds School – the tour began at 6:05 PM and concluded at 6:53 PM. All members present, except for Mr. Vessella, toured the building. The Committee viewed the current conditions in the following locations: the front vestibule, the main office, the conference room, the Nurse’s area, the Kindergarten area with a universal bathroom, lavatories, the courtyard, the teacher’s room, Room 9, Room 11, Room 13 /Reading Room, the connecting hallway to the 1999 addition/renovation, Room 29, the library, the custodial closet, the gymnasium, the gymnasium storage area, the mechanical room, the stairs leading back to the original section of the school (by Conference Room B), the food service area, the Cafetorium and Stage, the Learning Center, and concluded back in Room 6. A number of issues were observed, which included: security issues, radiant heating pipes buried in the floor, HVAC (heating, ventilating and air conditioning) issues, ADA (Americans with Disabilities Act) issues, potential vandalism and liability issues (from easy roof access into the courtyard), carpet and hazardous materials issues, roof leaks, exposed fire extinguishers, worms on the hallway floor, wall/settling cracks, staff meeting space issues, storage space issues, inability to hear exterior bells, paging issues, electrical panel safety issues, lack of an elevator (accessibility issue), lack of climate control, lighting issues, exposed pipes, and window issues.
VII. Staff Presentation – Conclusion – Dr. Brummett made a power point presentation, which included slides of the following: fast facts about the school, a contour map of the site, the locations of the 1999 additions, roof issues, main entrance issues, Nurse’s Office issues, connector hallway issues, hallway restroom issues, ADA compliant bathroom issues, employee bathroom issues, carpeting issues, fire extinguisher and water fountain issues, window issues, HVAC equipment issues, open space/courtyard overhang issues, storage issues, Public Address system issues, wall crack issues, storage closet issues, tile flooring and cement issues, gymnasium issues, gymnasium storage issues, mechanical room issues, gym office area issues, Main Office reception area issues, kitchen area issues, exposed fixtures, and Cafetorium issues.

VIII. Any Other Business Pertinent to the Committee – Mr. Whetzel asked about air quality tests in the gymnasium. Mr. Jachimowicz responded. Testing was done 15 to 20 years ago for carbon dioxide concerns, fresh air, and indoor air quality. There were no issues with mold, etc. Mr. Whetzel asked if they were testing for spores, and was told that they were not. There is a report showing that the ceiling of the gym was safe in 2017. Dr. Brummett stated that she did not know what the current reimbursement rate from the State was. Ms. Duggan observed that there is not enough parking. Mr. Jachimowicz stated that parking improvements have to be built around active programs. There are two spots where parking might be added. Ms. Duggan also noted that the bus drop off had been moved away from the front of the building. The Committee might wish to consider relocating it again. Dr. Brummett felt that this should be part of the project for safety purposes. Mr. Jachimowicz stated that now that the underground tank was gone, the school might be able to do something with the traffic flow. Mr. Woods noted that there was no accessible path to the playground area. Ms. Budrejko asked to see what the projected demographics are currently for the four elementary schools in order to compare Reynolds to the others. She would also like to tour the best elementary school in Newington in order to compare the two. Mr. Whetzel stated that he saw some things on the tour that were pretty amazing, such as analog phones. Mr. Woods asked for either the age or the latest reports available to be provided for the roof, windows, sprinklers, asbestos, PCBs, and boilers. He also asked for the cutoff that was allowed for the square footage per student. Dr. Brummett noted that the school enrollment would increase with the addition of the pre-school program. It was asked if waivers are still available. Mr. Jachimowicz responded that the State would review waiver requests on a case by case basis, prorating waivers over the space of the work. Mr. Woods observed that the project needed money. He stated his preference to have an Owner’s Project Manager. He felt that would save the Town money and headaches. Dr. Brummett stated that her colleague in South Windsor had a good experience using Colliers. The Committee agreed to move the date and time of the next meeting to December 12th at 5:30. Ms. Budrejko asked about state level mandates coming up that would impact this project. Dr. Brummett responded that the biggest concern is that the State reimbursement rates have been declining. Mr. Whetzel asked about future enrollment. Dr. Brummett and Mr. Smith stated that it was expected to increase by 50 to 55 students in the next couple of years.

IX. Public Participation – None.
X. Comments by Members - None

XI. Adjournment – the meeting adjourned at 7:32 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services