

LONG LOTS ELEMENTARY SCHOOL BUILDING COMMITTEE

September 5, 2024
Town Hall Room 201

Minutes of Meeting

Present:

Jay Keenan	LLES Building Committee Chair
Don O'Day	LLES Building Committee
Srikanth Puttagunta	LLES Building Committee (by phone)
Joe Renzulli	LLES Building Committee
Kevin Christie	Board of Education Liaison
Liz Heyer	Board of Finance Liaison
John Broadbin	Westport Public Works
Jay Brotman	Svigals + Partners
Marissa Mead	Svigals + Partners

The meeting was called to order at 6:01pm.

1. Jay Keenan provided a project update.
 - a. Contracts have been signed by Svigals + Partners and Newfield Construction
 - b. Wiss Janney Elsnor has completed the design and specifications for existing window repairs on LLES. Documents have been sent to BOE Facilities for bidding & execution of the work.
 - c. The Grant Application for State Reimbursement was filed and accepted by the State before June 30, 2024. This is the latest submission date required to be included in the Priority List that works its way through the Legislature for approval by June 2025.
 - d. Additional test borings and test pits with monitoring wells have been completed. The information will now be compiled into a report from the design team.
 - e. Svigals + Partners has been working with the administration and school staff to validate the program details in the approved Education Specifications.
 - f. Stakeholder meetings have been held with BOE administrators, school staff, facilities, Town Engineering and Parks & Rec.
2. Marissa Mead of Svigals updated the committee on their project status:
 - a. A quick overview was given of the design schedule.
 - b. Stakeholder meetings were held
 - c. Provided an overview of the program validation process. The Ed Spec will be updated to meet the final project requirements. This will then need to be accepted by the BOE.
 - d. Showed the approved 8-24 plan.
 - e. In progress floor plan was shown based on the program validation.
3. The Committee then went into a Work Session with the Architect. They reviewed the presented plans, offered comments and gave the architect direction.+-
4. Time was then allowed for Public Comment.
5. Joe Renzulli moved to adjourn. Don O'Day seconded the motion. Motion passed 4-0. The meeting adjourned at 7:20 pm.

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These minutes are issued for the record. Any additions or corrections should be issued in writing to the undersigned. This meeting was recorded and can be found on the Town website.

Respectfully submitted by,
Susan Chipouras
TOW Project Manager