Facilities Optimization Committee

Weston, CT

Draft Meeting Minutes

August 3,2021

7:00 PM

Via zoom

Chairman Bertasi called the meeting to order at 7:00 PM.

Attendance:

-Committee Members: Rick Bertasi, Gayle Weinstein, Steve Ezzes, Tony Pesco, Denise Harvey, Ken Edgar,Richard Wolf

-Tecton Architects: Jeff Wyzynski, Justin Hopkins, Antonia Ciarella

-Board of Education Staff: Superintendent Wolak, Philip Cross

-Member of the Public: Rob Tencza

Approval of minutes: Dr. Pesco made a motion to approve the minutes of the May 4, 2021 meeting. The motion was seconded by Ms. Harvey. The motion carried.

Discussion with Tecton Architects regarding the facilities project: After team introductions, Mr. Wyzynski reviewed the work scheduled and completed to date.

-Communications-All agreed that communications with the public will be important. It was recommended that we host three to four meetings (zoom or in person) that will be communicated via a town-wide post card mailing, Everbridge communications system and Weston Today. If possible, the presentations will be posted in advance. Any questions or suggestions from the public will be routed through Ms. Weinstein’s town email account.

-School meetings-Mr. Wyzynski met with Superintendent Wolak, Operations Director Philip Cross, and Dr. Pesco. Logistics and a list of necessary documents were discussed. Building walk throughs will take place on 8/18 and 8/19. Mr. Wolf will accompany the Tecton team.

-Programming discussion-The next important conversation will be a review of current and future curriculum needs. Tecton needs to understand how the buildings support or do not support the current and future need.

-Enrollment projections-Given the real estate swing over the past year, updated enrollment projections will be an important data set. As a “generational” project, we need to ensure that there is an understanding of the high, middle and low projections going out several years.

Mr. Wyzynski asked the committee about their goals and vision for the project, as well as any lessons learned from previous projects. Mr. Wolf emphasized the importance of accurate cost estimating. Mr. Bertasi spoke about the need to compare the baseline and 10 year facilities need to the post change cost structure. The baseline includes the four schools and well as the facilities that house employees.

Mr. Wyzinski reviewed the Milestone schedule. The committee discussed the importance of keeping the 3 major Boards informed and coordinating meetings. Dr. Pesco said that it will be important to update the BoE prior to presenting at public information meetings.

Questions arose regarding whether to include the Town Hall and Central Office in the review now, or wait until we determine if that work will be necessary. Ms. Wolak asked why the High School was not included in the review and it was explained that it was not part of the scope of work outlined in the RFP. She asked it it could be included.

Mr. Wyzynski closed by discussion the next steps which include formalizing critical dates, developing a communications plan, and update the conditions and programming needs.

Any new items: None

Adjournment: Ms. Weinstein made a motion to adjourn at 8:04 PM. The motion was seconded by Dr. Pesco. The motion carried.