

Special Meeting Agenda  
Farmington High School Building Committee Meeting  
Wednesday, October 30, 2019  
Farmington High School Library  
6:30 PM

- A. Call to Order.
  - B. Pledge of Allegiance.
  - C. Public Comment.
  - D. Minutes.
    - 1) To approve the attached October 16, 2019 minutes.
    - 2) To approve the attached October 23, 2019 minutes.
  - E. Correspondence.
    - 1) Dana Miller – Comments and Suggestions for the FHS Building Committee
  - F. To review and approve the draft evaluation criteria.
  - G. To begin the discussion of sequencing/weighing the evaluation criteria.
  - H. Adjournment.
- cc: Committee Members  
Paula Ray, Town Clerk  
Interested Parties

MOTION:

Agenda Item D-1

To approve the attached October 16, 2019 minutes.

/Attachment

Minutes are considered "DRAFT" until approved at next meeting.

Minutes  
Farmington High School Building Committee Meeting  
Wednesday, October 16, 2019  
Farmington High School Library  
6:00 P.M.

A. **Community Input Meeting.**

The Community Input Meeting began in the auditorium with an introduction from Meghan Guerrera, Chair of the FHS Building Committee and a discussion on State reimbursement from Kosta Diamantis, Director of the State of Connecticut Office of School Construction Grants and Review.

Attendees were divided into groups and toured the FHS facility, attending the following stations: Security (Room 201), Sprawling Facility (Room 701), Energy Efficiency (Room 511), Educational Programming (Cafeteria), and NEASC and ADA Accessibility (Library). After completing each of the five stations, attendees convened in the small gym to complete a priority exercise and left questions and comments for the FHS Building Committee.

Respectfully Submitted,

Kathryn Krajewski  
Assistant Town Manager

MOTION:

Agenda Item D-2

To approve the attached October 23, 2019 minutes.

/Attachment

Minutes are considered "DRAFT" until approved at next meeting.

Special Meeting Minutes  
Farmington High School Building Committee Meeting  
Wednesday, October 23, 2019  
Farmington High School Library  
6:30 P.M.

**Attendees:**

Meg Guerrera, Chair  
Chris Fagan  
Johnny Carrier  
Ellen Siuta  
Garth Meehan  
Kathy Greider, Superintendent  
Kathy Blonski, Town Manager  
Beth Kintner, Town Council Liaison  
Mark Garilli, Construction Solutions Group

**A. Call to Order.**

The meeting was called to order at 6:38 P.M.

**B. Pledge of Allegiance.**

The audience and committee members recited the Pledge of Allegiance.

**C. Public Comment.**

Trish Guglielmo, 22 Michael Drive, is the Co-Chair to the FHS Parent's Advisory Board. She read her public comment and submitted it to the committee. Her comment is recorded with these minutes as Attachment A.

Rafeena Lee, 3 Hamilton Way, stated that she would like to see the committee to look at the long-term cost evaluation holistically. She wants to spend wisely and hopes that people can get behind the numbers.

Catherine Noujaim, 22 Maple Ridge Drive, read from a submitted online comment she made to the committee. This comment is recorded with these minutes as Attachment B.

**D. Minutes.**

**1) To approve the attached October 2, 2019 minutes.**

Upon a motion made and seconded (Siuta/Carrier) it was unanimously VOTED: to approve the October 2, 2019 minutes.

Minutes are considered "DRAFT" until approved at next meeting.

**E. Correspondence.**

- 1) **Marilyn Strelau-Green Efforts**
- 2) **Kay Higgins- Solar Energy**
- 3) **Patricia Picard- Comments and Suggestions for the FHS Building Committee**

Meg Guerrero reviewed the correspondences received.

**F. To approve the updated FHS Building Committee meeting schedule.**

Upon a motion made and seconded (Meehan/Siuta) it was unanimously VOTED: to approve the updated FHS Building Committee meeting schedule.

For the sake of consistency, the meetings will start at 6:30 P.M. going forward.

**G. To begin the discussion of evaluation criteria.**

Meg Guerrero reviewed the process for developing the evaluation criteria that would be used to evaluate each conceptual design option. She informed the committee that we will not be discussing the presentation to Town Council at this time. Evaluation criteria exemplars were shared with the committee. The committee proceeded to engage in group work to review the evaluation criteria exemplars and begin to create the evaluation criteria.

The working groups reported the following to include in the evaluation criteria:

| <b><u>Categories</u></b> | <b><u>Items Within Each Category</u></b>  |
|--------------------------|---|
| External Requirements    | <ul style="list-style-type: none"><li>• Address ADA Compliance</li><li>• Address Security Needs</li><li>• Traffic Flow and Pedestrian Safety</li><li>• Public/Private Separation</li><li>• Address NEASC Requirements</li></ul> |
| Cost/Value               | <ul style="list-style-type: none"><li>• Long Term Efficiencies/Savings/Cost Avoidance</li></ul>   |

Minutes are considered "DRAFT" until approved at next meeting.

|  |  |
|--|--|
|  | <ul style="list-style-type: none"><li>• Maximize Reimbursement</li><li>• Cost Effective Design and Image to Fit for Farmington</li></ul>   |
| Programmatic Needs                       | <ul style="list-style-type: none"><li>• Minimize Education Disruption</li><li>• Satisfies Ed Specs</li><li>• Address Undersized Learning Spaces (Cafeteria, Gym, Media Center, Performing Arts)</li><li>• Flexible Learning Environments</li></ul> |
| Consolidation of Space                   | <ul style="list-style-type: none"><li>• Robotics</li><li>• Alt School</li><li>• Central Office</li><li>• Reduce Sprawl and Improve Circulation</li></ul>   |
| Building Systems                         | <ul style="list-style-type: none"><li>• Energy Efficiency</li><li>• MEP</li><li>• Building Envelope</li><li>• Comfort</li></ul>  |
| New/Additional Benefits to the Community | <ul style="list-style-type: none"><li>• Space for new programming</li><li>• Community Use of the Building: Enhancing the Community Emergency Shelter</li></ul>   |

Using this information, Meg Guerrero will work with CSG to craft a draft of the evaluation criteria and bring it back to the full committee for their review, feedback, and possible approval at their next meeting on October 30, 2019.

**H. Adjournment.**

Upon a motion made and seconded (Carrier/Meehan) it was unanimously VOTED: to adjourn the meeting at 8:15 P.M.

Respectfully Submitted,

Devon Aldave  
FHS Building Committee Intern

Concerns relating to the potential new high school to the FHS Building Committee:

Good evening, my name is Trish Guglielmo, 22 Michael Dr., Co-Chair to the FHS Parent's Advisory Board.

1. First, thank you to Meg Guerera for posting minutes of past meetings on the FHS Building Committee website. This is very much appreciated by those that are not able to attend the meetings in person. A major concern from parents is a lack of communication regarding a detailed plan which will accommodate the students who will be attending school throughout the construction phase if plans #1 or #2 are approved. The lack of a detailed plan regarding this matter has left parents with many unanswered questions.
2. Also, during construction, there needs to be a plan in place to coordinate the use of the High School outside of regular school hours by all town organizations who are currently using the facilities. This includes the use of the gyms, auditorium, café space, fields, classrooms, etc. Where will major events be taking place while a specific area is under renovation? District concerts, plays, adult extended learning programs, a variety of games/practices. This needs to be thought through carefully and with extreme detail. Even a plan for where graduation will be held if the turf field is unavailable due to renovations. Who will be in charge of re-directing all events? None of this was addressed in the last round and it was a concern that affected some votes.
3. And finally, cost. Please committee members put your politics aside and give us the truth. Taxpayers want to know the cost of the project and how that will filter down SPECIFICALLY to them. The feeling is that inaccurate information was conveyed to the taxpayers regarding the cost of the project when this was last voted on which unfortunately may have affected the outcome of the vote. We ask for complete transparency so that voters can make decisions based on the facts. What can we expect in terms of increased taxes? Might there be a decrease after 5 or 10 yrs.? It is time to re-direct our funds and address the need for a High School that our residents can be proud of, is safe, and most importantly, provides a sound environment for our children to learn.

We thank all of the committee members who have taken their time from their families and loved ones to address the high school issues once again.

**From:** [webmaster@farmington-ct.org](mailto:webmaster@farmington-ct.org)  
**To:** [Kathryn Krajewski](mailto:Kathryn.Krajewski@farmington-ct.org); [megguerrera@gmail.com](mailto:megguerrera@gmail.com); [Kathy Blonski](mailto:Kathy.Blonski@farmington-ct.org); [Kathleen Greider](mailto:Kathleen.Greider@farmington-ct.org)  
**Subject:** Town of Farmington, CT: FHS Building Committee Online Comment Submission  
**Date:** Wednesday, October 23, 2019 4:18:10 PM

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A new entry to a form/survey has been submitted.

**Form Name:** FHS Building Committee- Online Comment Form  
**Date & Time:** 10/23/2019 4:18 PM  
**Response #:** 11  
**Submitter ID:** 3261  
**IP address:** 2601:183:8580:28d:ac50:4029:8eec:6931  
**Time to complete:** 1 min. , 52 sec.

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### Survey Details

#### Page 1

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**1. Have a question, comment, or suggestion for the Farmington High School Building Committee? Please complete the field below.**

Public comment: Town of Farmington High School Wednesday October 23rd, 2019

Hello, My name is Catherine Noujaim. I'm a resident of Farmington, and I'm here to talk about accessibility. Disability is, first and foremost, not a monolith. We have to examine all aspects and needs, in all departments. Different aspects require different accommodation, but designing for the next thirty-some years, not knowing the potential future needs of students requires flexibility and forethought. It isn't just the structural wheelchair accessibility in the bathroom or auditorium. Although that is vitally important, as is overall wheelchair access in labs, culinary arts, shop, robotics, the library, even accessible lockers. Every aspect of life in the school needs to be considered from an accessible viewpoint. The architects should consider visual, and auditory as well as mobility. What happens when someone eventually comes in with a service dog? Will there be water fountains (multiple) available to both wheelchair users and service dogs? Will there be an outdoor relief area for the dog?

In terms of deafness (my own particular disability), things I had trouble with in school: No place to put my hearingaids if I had to remove them for something like swimming or showering. Consistently not being able to hear during programs/theatrical productions. Not being able to lip read a teacher. Having a place to keep extra batteries/the small accessories that go along with having aids. Not being able to lip read and take notes at the same time. Not hearing/understanding intercom announcements, or hearing on a regular phone. There should be loops in the auditorium, headsets available. Options for technology for captioning/screens/announcement options. Options to make it easy to record a class for later note-taking. (I was told too many times, "find someone who takes good notes and use theirs"). Acoustics/echoes are an issue. If the student is completely deaf and uses sign...how is that incorporated? Is there space for an interpreter in the classroom? I learned to sing as an adult (I love music, I love singing) but until I was able to take my shoes off and stand next to the piano with my hand on it to sense the vibrations, I sucked at it. Once I was able to feel the music, I was able to interact with it. Deaf dancers do something similar.

Yes, some of this is good teaching, but some of this is also good design, thought out design.

How are you going to accommodate the blind sculptress? The deaf shop student? The wheelchair-using want-to-be chef? The colorblind art student? The student with limited hand mobility (say from juvenile arthritis) in the lab? The last thing we want is to deny someone with a talent or enthusiasm for something the ability to learn because of a factor not under their control.

Consider more bathrooms, maybe unisex? This would also help people with periods have easy access to bathrooms. Alarms in the bathrooms in case of falls. Access to chargers for medical devices.

A laundry room, staffed by an adult. (This would also fall under being eco-friendly and eliminating plastic overuse, and the presence of laundry facilities has been shown to increase attendance).

Braille/colorblind friendly signage. Everything clearly marked at wheelchair height.

As a disabled person, navigating the world can be exhausting because everything is able-centered. Making the world easier helps me become a richer person, not contained by my disability. It is too easy for a disability to become a barrier. Good design helps overcome that, enabling everyone to reach their full potential. Universal access is not about shame around disability, it is about intersectionality and access to reach full potential. As a disabled, short, cis, Arab-American woman I would urge the committee and the architects to really consider the diversity of the human experience in their planning, and center social justice and accessibility needs. It will make it a better building for everyone, as a result.

**2. Please provide the following information so we can contact you with a response:**

|                        |                      |
|------------------------|----------------------|
| <b>Full Name</b>       | Catherine Noujaim    |
| <b>Email Address</b>   | cmnouja@aol.com      |
| <b>Mailing Address</b> |                      |
|                        | 22 Maple Ridge Drive |
| <b>Phone Number</b>    | (860) 810-6581       |

**Thank you for contacting the Farmington High School Community Survey Ad Hoc Committee!**

Thank you,  
**Town of Farmington, CT**

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**This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.**

**From:** [webmaster@farmington-ct.org](mailto:webmaster@farmington-ct.org)  
**To:** [Kathryn Krajewski](mailto:Kathryn.Krajewski@farmington-ct.org); [megguerrera@gmail.com](mailto:megguerrera@gmail.com); [Kathy Blonski](mailto:Kathy.Blonski@farmington-ct.org); [Kathleen Greider](mailto:Kathleen.Greider@farmington-ct.org)  
**Subject:** Town of Farmington, CT: FHS Building Committee Online Comment Submission  
**Date:** Sunday, October 20, 2019 9:26:53 PM

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A new entry to a form/survey has been submitted.

**Form Name:** FHS Building Committee- Online Comment Form  
**Date & Time:** 10/20/2019 9:26 PM  
**Response #:** 10  
**Submitter ID:** 3254  
**IP address:** 172.58.187.128  
**Time to complete:** 13 min. , 53 sec.

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### Survey Details

#### Page 1

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**1. Have a question, comment, or suggestion for the Farmington High School Building Committee? Please complete the field below.**

The problem is every edition to the original 3 story building was less than 3 stories... This has used up ur total allowed foot print...

Solution start making the additions adjacent to the original building 3 stories high... If this was done from the beginning, you wouldn't have needed the 900 and 700 section.

**2. Please provide the following information so we can contact you with a response:**

**Full Name** Dana Miller  
**Email Address** dana\_miller1@hotmail.com  
**Mailing Address**  
221 main street  
**Phone Number** (860) 673-7786

**Thank you for contacting the Farmington High School Community Survey Ad Hoc Committee!**

Thank you,  
**Town of Farmington, CT**

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**This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.**

MOTION:

Agenda Item F

To review and approve the draft evaluation criteria.

NOTE: A draft evaluation criteria was developed using the information presented by the working groups at the October 23, 2019 meeting. A copy of the draft evaluation criteria will be distributed at the meeting.

MOTION:

Agenda Item G

To begin the discussion of sequencing/weighing the evaluation criteria.

NOTE: Per the attached FHSBC Conceptual Option Evaluation Criteria Creation Methodology the "Finalize Criteria and Evaluation Sequencing" workshop's objective is to ensure that the FHS Building Committee is aligned around one set of evaluation criteria and sequencing of that criteria.

We also intend to begin the discussion of "Weight Criteria." The objective of this process is to prioritize the evaluation criteria using a weighting system.

/Attachment

# FHSBC Conceptual Option Evaluation Criteria Creation Methodology

|   | 10/2 Mtg.   | Pre-Workshop  | Workshop 1 - TBD  |   | Workshop 2 - TBD  |  |   |
|---|---|---|---|---|---|--|---|
|   | Define Output   | Collect Inputs  | Brainstorm Criteria   | Finalize Criteria and Evaluation Sequencing   | Weight Criteria   | Create Evaluation Template   | Create Town Council Presentation Template   |
| <b>Objective(s)</b>                       | To ensure FHSBC is presenting the Town Council the information they need to define the net municipal cost and scope for the project   | To ensure that the priorities of all stakeholders have been acknowledged by the FHSBC   | To ensure that FHSBC has considered all inputs and stakeholders when discussing evaluation criteria   | To ensure that the FHSBC is aligned around one set of evaluation criteria and sequencing of that criteria<br><br>To ensure that FHSBC has an equitable process to evaluate conceptual options   | To prioritize the evaluation criteria using a weighting system  | To represent the option evaluation process in a clear and equitable manner   | To produce a Town Council presentation template that aligns with our defined output   |
| <b>Deliverable</b>                        | <ul style="list-style-type: none"> <li>Defined content components for the Town Council Presentation</li> <li>Defined goal of presentation</li> </ul>  | <ul style="list-style-type: none"> <li>Statement of Needs</li> <li>Ed Specs</li> <li>Community Survey Results</li> <li>FHS Faculty Feedback</li> <li>Community Feedback Session Results</li> </ul>  | <ul style="list-style-type: none"> <li>First draft of evaluation criteria for the conceptual options</li> <li>List of criteria categories</li> </ul>  | <ul style="list-style-type: none"> <li>Finalized list of evaluation criteria for the conceptual options</li> <li>Finalized category sequencing (value vs. cost)</li> </ul>  | <ul style="list-style-type: none"> <li>Finalized weights for the evaluation criteria</li> <li>Finalized weighting process</li> </ul>  | <ul style="list-style-type: none"> <li>Option evaluation template including criteria/weights/sequencing</li> </ul>   | <ul style="list-style-type: none"> <li>Complete Town Council Presentation Template</li> </ul>   |
| <b>Acceptance Criteria for Completion</b> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBC understands what information will be presented to Town Council</li> <li><input type="checkbox"/> FHSBC understands the goal of the Town Council presentation</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBC acknowledges that all inputs have been collected and reviewed</li> <li><input type="checkbox"/> FHSBC has reviewed examples of evaluation templates used in other projects</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBC acknowledges that a first draft list of criteria has been created</li> <li><input type="checkbox"/> FHSBC acknowledges that a finalized list of criteria will be created from the first draft list</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBCS acknowledges that the finalized list of criteria represents the way in which the committee will consistently evaluate each conceptual option.</li> <li><input type="checkbox"/> FHSBC acknowledges that the sequencing represents the order in which each category is evaluated</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBC acknowledges that the weighting system assigned is the comprehensive representation of the priorities used for option evaluation</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBC acknowledges that the template will be used to evaluate each conceptual option resulting in comparable values</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> FHSBC acknowledges that the Town Council Presentation template provides the information needed from the FHSBC to define the net municipal cost and project scope</li> </ul> |