

Minutes of the Town of Farmington
Regular Town Council Meeting
February 4, 2020

Present:

C. J. Thomas, Chair
Joe Capodiferro
Brian F. X. Connolly
Christopher Fagan
Edward Giannaros
Peter Mastrobattista
Gary Palumbo

Kathy Blonski, Town Manager
Paula B. Ray, Clerk

A. Call to Order

The Chair called the meeting to order at 7:03 p.m.

B. Pledge of Allegiance

The Council and members of the public recited the Pledge of Allegiance.

C. Public Comments

Don Dube of 94 Oakridge supported the Building Committee's selection but was concerned about its tax impact. He suggested the Council freeze the Town and Board of Education budgets for 3 years, delay all discretionary capital improvement spending, phase in the tax increase over several years, and consider tax abatements for seniors and retirees.

Rafeena Lee 3 Hamilton Way read statement in support of the Building Committee's selection for Meghan Nauoks of 5 Trumbull Lane. She didn't believe the Town has invested enough in education and that the Council needed to be united in its support for the project.

Joanne Lawson of 9 Prattling Pond Road questioned why we chose the most expensive plan, and how confident the Committee was with the projected student enrollment numbers. She was happy the plan called for keeping the 900 wing, that the Town was further along paying for the Water Treatment Plant, that interest rates were down, and that the new building was totally separate minimizing student disruption. She liked this plan better than the last one. She was in favor of demolishing the 1928 building.

Matt Hutvagner of 4 Deepwood Road spoke in favor of the selection of the Building Committee. He believed the Building Committee had done a thorough job in coming up with their selection. He asked the Council to be creative with the financing of the project and to consider senior tax relief.

Stephen Kay of 57 Garden Gate he thanked the Building Committee and elected officials for all the time they gave to the Town. He was concerned that the price of this proposal was almost the same as the one that got voted down two to one. He asked the officials to get out and actively support the selected project. He was in favor of the Building Committee's selection.

Brian Lindroth of 4 Chelsea Place spoke in favor of the Building Committees selection. He was concerned that the only attendees at the meetings were school supporters and that the larger public wasn't being reached. He wanted the Committee to reach out to the no voters. He wanted the Town to consider a cap for tax increases.

Mariah Reisner of 41 Main Street spoke in favor to the Building Committee's selection, and she wanted the Town Council to unanimously to move forward with their decision.

Jordan Taylor 32 Cedar Ridge Drive wanted more student collaboration spaces in the project. She felt there needed to be more natural light to build an atmosphere of entrepreneurship development and collaboration.

J. R. Cody of 7 Copper Beech Lane spoke in favor of the Building Committee's proposal. He wanted all the financial information given clearly to the public.

Chad Williams 17 Westview Terrace spoke in favor of the Building Committee's proposal. He was impressed with their work.

Rafeena Lee of 3 Hamilton Way and Marcus Fairbrother 12 Candlewood Lane spoke on behalf of Comprehensive FHS, a political pact, in favor of the Building Committee's proposal. They had been advocating for and help shape a comprehensive solution to the FHS facility. They encouraged the Council to accept the Building Committee's proposal and looked forward to working together.

Janne Gauthier of 26 Briarwood Road liked the proposal but was concerned about how close the building was placed to her home. She asked the Building Committee to consider another placement.

Steve Lamoureux of 86 Knollwood Road spoke in favor of the Building Committee's proposal. He talked about the school losing its accreditation if the building deficiencies weren't addressed, which would lead to decreased property values for everyone.

Matt an FHS Senior spoke in favor of the Building Committee's proposal. Having first-hand knowledge of the building, he recounted the building's deficiencies.

D. Consideration of Special Topics

1. Farmington High School (FHS) Building Committee Presentation

Motion was made and seconded (Mastrobattista/Capodiferro) to have a presentation from the Farmington High School Building Committee.

Adopted unanimously

Meghan Guerrera, Chair of the Farmington High School Building Committee reviewed the Building Committee’s work using the following presentation and answered Council questions:

FHSBC Evaluation Criteria Matrix

CRITERIA	Total Points Available	PRESENTATION 1 OF 3- JANUARY 8, 2020		PRESENTATION 2 OF 3- JANUARY 15, 2020		PRESENTATION 3 OF 3- JANUARY 22, 2020	
		OPTION 1		OPTION 2		OPTION 3	
		MAINTAIN EXISTING FHS		RENOVATE EXISTING FHS AS NEW WITH ADDITIONS		NEW FHS BUILDING	
		TSKP	QA&M	TSKP	QA&M	TSKP	QA&M
1 LOCAL, STATE, AND FEDERAL REQUIREMENTS		2.7	3.3	3.8	3.8	4.0	3.9
Address ADA Compliance (OCR Requirements)	4	3.1	3.4	4.0	4.0	4.0	4.0
Address Security Needs (School Safety Infrastructure Council Standards)	4	2.6	2.7	3.4	3.4	4.0	3.9
Public/Private Separation	4	1.7	3.4	3.9	3.6	4.0	3.7
Address NEASC Requirements	4	3.4	3.6	4.0	4.0	4.0	4.0
2 PROGRAMMATIC NEEDS		1.2	2.2	3.6	3.6	3.9	3.7
Education Disruption (Phasing)	4	1.1	0.9	3.0	2.9	3.7	3.6
Satisfies Ed Specs	4	2.0	2.6	3.7	3.7	4.0	4.0
Address Undersized Learning Spaces (Cafeteria, Gym, Media Center, Performing Arts)	4	2.3	3.1	3.9	3.7	4.0	3.3
Flexible and Collaborative Learning Environments	4	0.4	2.4	3.6	3.7	4.0	3.7
Space for New or Enhanced Educational Programming	4	0.1	2.0	3.9	3.9	4.0	3.9
3 CONSOLIDATION OF SPACE		0.3	1.1	3.8	3.7	4.0	3.5
Reduce Sprawl and Improve Internal Circulation	4	0.0	1.4	3.4	3.7	4.0	3.7
Utilization of Space	4	1.4	2.1	3.9	3.4	4.0	3.3
Robotics	4	0.0	1.7	4.0	3.9	4.0	3.9
Farmington Alternate High School	4	0.0	0.0	3.9	3.7	4.0	3.6
School District Administration Offices	4	0.0	0.0	3.9	3.6	4.0	3.3
4 BUILDING SYSTEMS		1.6	2.4	3.7	3.6	4.0	3.9
Energy Efficiency	4	1.4	2.3	3.9	3.7	4.0	3.9
Mechanical, Electrical, Plumbing	4	2.3	3.0	3.9	3.6	4.0	4.0
Building Envelope	4	2.4	2.7	3.6	3.6	4.0	3.9
Green Design	4	0.3	1.7	3.6	3.6	3.9	4.0
5 SITE IMPROVEMENTS		3.0	3.1	3.9	3.5	4.0	3.5
Traffic Flow, Pedestrian Safety, and Parking	4	3.0	2.9	3.9	3.1	4.0	3.6
Athletic Fields	4	2.9	3.0	4.0	4.0	3.9	3.4
ADA Compliance	4	3.6	3.6	4.0	4.0	4.0	3.9
Site Layout Plan	4	2.4	2.9	3.9	3.0	4.0	3.1
6 BENEFITS TO THE COMMUNITY		1.4	2.2	3.7	3.7	3.9	3.9
Community Use of the Building	4	2.0	3.0	3.9	3.7	4.0	3.9
Shelter in Place	4	0.7	1.4	3.6	3.7	3.9	3.9
7 FIT AND FEEL FOR FARMINGTON		2.2	2.7	3.7	3.2	3.8	3.4
Internal Design	4	1.4	2.6	3.9	3.3	4.0	3.3
External Design	4	2.6	2.9	3.6	3.1	3.6	3.4
Overall fit and feel for Farmington	4	2.6	2.7	3.7	3.1	3.9	3.4
TOTAL	28	12.3	17.0	26.3	25.0	27.6	25.8

1/22/2020

Why did Town Council establish the FHSBC?



The needs of the FHS facility are real and urgent:

- Urgent Accreditation and ADA Compliance issues
- 23 separate entrances and lack of private/public space separation
- Sprawling layout
- Inadequate classroom space which limits programming
- Undersized library, auditorium and cafeteria
- Inefficient building envelope

Full Summary of Needs can be found [here](#).

Learn More About the Needs of FHS



3 minute summary that highlights the Needs of FHS:

<https://vimeo.com/388766228>



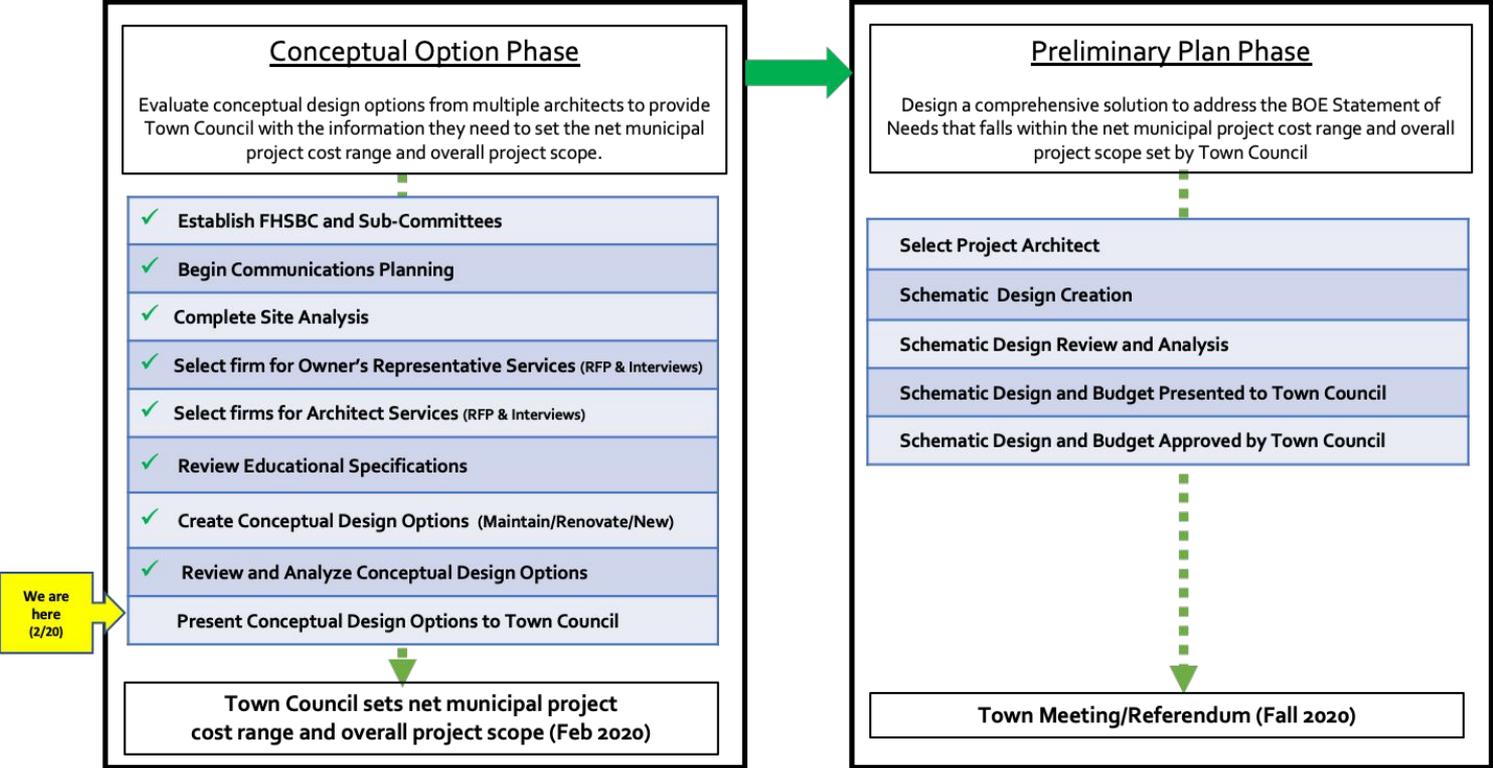
Part 1:

- a) Review reference docs
- b) Engage multiple architectural firms for competitive conceptual designs
- c) Review pricing with Owner's Rep/Estimator
- d) Report findings to Town Council
- e) Consider alternate locations

Part 2: - Phase 1

- a) Receive project scope and net project cost range from Town Council
- b) Continue with preliminary plan development
- c) Bring plan to referendum

FHSBC Process and Timeline



(This is a planning document that represents high-level tasks and will be updated continually.)

What is a Conceptual Design Option?



The primary function of a conceptual design is to determine a starting point.

- High Level Design Concept
- Categorized as either a Maintain, Renovate or New Building Option
- Focus on meeting the Statement of Needs
- High level costs using an independent estimator
- Estimated Tax Impact for conceptual design comparison is calculated using basic financing methods for a stand-alone project.

Conceptual Design Creation and Evaluation



- 1.) Review reference documents and hire experts – CSG **(3 months)**
- 2.) Interview and select two architects as part of competitive design process – **(3 months)**
 - Conducted in Executive Session per Connecticut General Statutes Section 1-200(6) and 1-210(b)(24)
 - Standard practice for responses to proposals/selection of a finalist
- 3.) Design & Evaluate **Conceptual Options** – **(4 months)**
 - Designated design discussions with each architect
 - Creation of the Conceptual Option Evaluation Matrix
 - Option evaluation discussions after each presentation
 - Community feedback via online and public comments
 - Community Meeting w/Tours – October 2019
 - Community Meeting w/Tours – January 2020



QA&M (\$99M/\$81M)

- A renovate-light option
- Includes addition
- Does not address the full statement of needs
- Disruption to learning through construction (internal swing space)

TSKP (\$49M/\$46M)

- Maintain only option
- Includes additional capital expenditures
- Does not address the full statement of needs
- Disruption to learning through construction (portables)



QA&M (\$140M/\$99M)

- Learning communities in back of building
- Meets the statement of needs
- Disruption to learning through out construction (internal swing space)

TSKP (\$138M/\$97M)

- Learning houses in front of building
- Meets the statement of needs
- Disruption to learning through out construction (portables)



QA&M (\$145M/\$116M)

- “River” Approach
- Meets Statement of Needs
- Built on student parking side of current facility
- Learning Community Based
- No disruption to learning

TSKP (\$142M/\$114M)

- “Main Street” Approach
- Meets Statement of Needs
- Built on student parking side of current facility
- Learning Community Based
- No disruption to learning



- 1. Select project scope**
 - Maintain/Renovate/New

- 2. Select the option within the project scope**
 - TSKP or QA&M

Conceptual Option Scope Comparison



	Maintain	Renovate	New
Evaluation Matrix Score Range (Max 28) (Statement of Needs and Ed Specs)	12.3 - 17.0	25 - 26.3	25.8 - 27.6
Safe and Flexible Learning Environment	<ul style="list-style-type: none"> Minimal safety requirements addressed No flexible learning environments 	<ul style="list-style-type: none"> Most safety requirements addressed Addition of flexible learning environments 	<ul style="list-style-type: none"> All current safety requirements addressed Provides fully flexible learning environment
Education Disruption	<ul style="list-style-type: none"> Significant educational disruption through construction 	<ul style="list-style-type: none"> Significant educational disruption through construction 	<ul style="list-style-type: none"> No education disruption through construction
Maximum Value with Minimal Risk	<ul style="list-style-type: none"> HAZMAT Risk Unknowns could affect project duration and cost 	<ul style="list-style-type: none"> HAZMAT Risk Unknowns could affect project duration and cost 	<ul style="list-style-type: none"> No HAZMAT Risk Duration and Cost Risks are minimized
Community Asset	<ul style="list-style-type: none"> Public/Private space separation remains a concern 	<ul style="list-style-type: none"> Public/Private space separation concerns are minimized 	<ul style="list-style-type: none"> Public/Private Space separation obtained
Net Project Cost Range	\$45M - \$81M	\$97M - \$99M	\$114M - \$116M



Based on a full evaluation of the potential project scopes , the FHSBC is recommending a project scope of: **New Build**

FHSBC Option Recommendation



Based on a full evaluation of both new conceptual options, the FHSBC is recommending a project option of: **TSKP New Build (3)**



FHSBC Conceptual Option Evaluation



FHSBC Evaluation Criteria Matrix

CRITERIA		Total Points Available	PRESENTATION 1 OF 3- JANUARY 8, 2020		PRESENTATION 2 OF 3- JANUARY 15, 2020		PRESENTATION 3 OF 3- JANUARY 22, 2020	
			OPTION 1 MAINTAIN EXISTING FHS		OPTION 2 RENOVATE EXISTING FHS AS NEW WITH ADDITIONS		OPTION 3 NEW FHS BUILDING	
			TSKP	QA&M	TSKP	QA&M	TSKP	QA&M
1	LOCAL, STATE, AND FEDERAL REQUIREMENTS		2.7	3.3	3.8	3.8	4.0	3.9
2	PROGRAMMATIC NEEDS		1.2	2.2	3.6	3.6	3.9	3.7
3	CONSOLIDATION OF SPACE		0.3	1.1	3.8	3.7	4.0	3.5
4	BUILDING SYSTEMS		1.6	2.4	3.7	3.6	4.0	3.9
5	SITE IMPROVEMENTS		3.0	3.1	3.9	3.5	4.0	3.5
6	BENEFITS TO THE COMMUNITY		1.4	2.2	3.7	3.7	3.9	3.9
7	FIT AND FEEL FOR FARMINGTON		2.2	2.7	3.7	3.2	3.8	3.4
	TOTAL	28	12.3	17.0	26.3	25.0	27.6	25.8

New Conceptual Option Evaluation Results



	New - TSKP
Evaluation Matrix Score (Max 28) (Statement of Needs and Ed Specs)	27.6
Site Layout and External Traffic Flow	<ul style="list-style-type: none">• Ease of site usage• Simplified traffic flow
Surrounding Neighborhood Considerations	<ul style="list-style-type: none">• Surrounding neighborhood impact mitigation strategies
Design Flexibility	<ul style="list-style-type: none">• Ease of design customization
Internal Design and Traffic Flow	<ul style="list-style-type: none">• Learning Common and Cafeteria placement• Collaboration space placement
Fit and Feel for Farmington	<ul style="list-style-type: none">• Reuse of resources (900 Wing)• Efficient but effective design
Net Project Cost	\$114M



External Elements

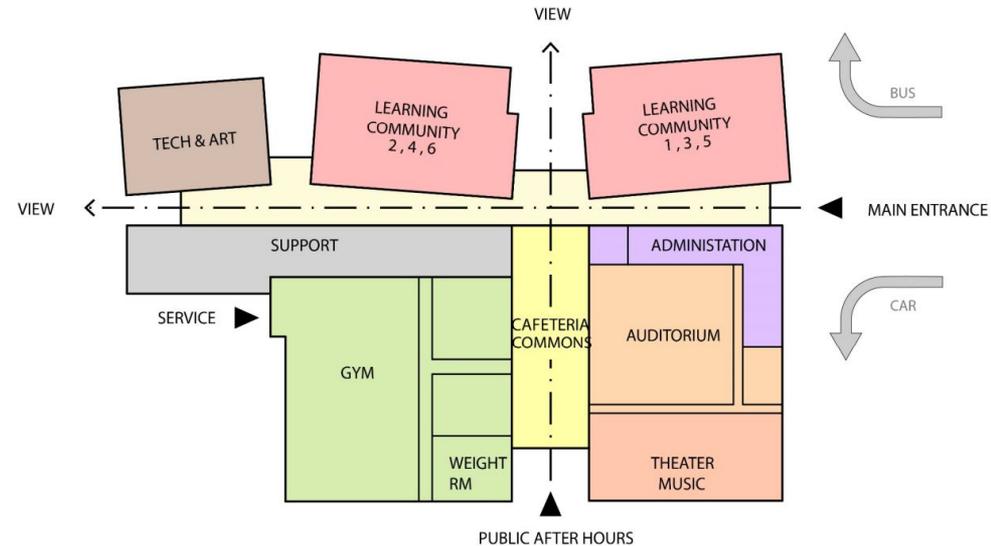
- Improvements to parking and circulation
- 1 student entrance
- Site ADA addressed
- Loop road around facility
- 1 Field Addition
- Surrounding neighborhood impact mitigation strategies
- Flexible approach to the 1928 Building





Internal Elements

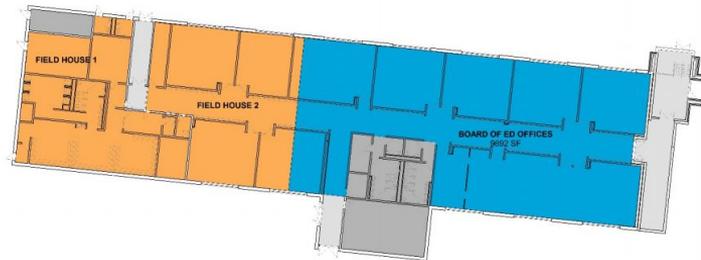
- Ease of design customization
- Learning Common and Cafeteria placement
- Collaboration space placement within learning communities





Fit and Feel for Farmington

- Reuse of resources (900 Wing)/Separation of Central Office
- Efficient but effective design
- Exposure to natural lighting



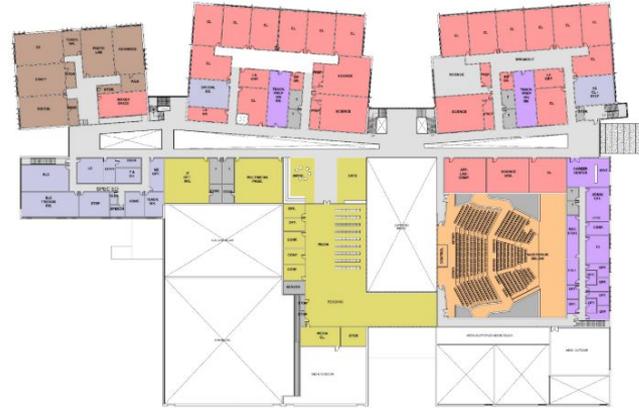
FHSBC Option Recommendation



Option 3 | First Floor



Option 3 | Second Floor



Option 3 | Third Floor



FHSBC Option Recommendation



FHSBC Option Recommendation





The FHSBC is committed to working collaboratively to maximize reimbursement and reduce the net municipal project cost by finding efficiencies in design elements that minimize impact on educational programs.

Thank You



The FHSBC would like to extend a sincere thank you to both architects that have supported us through the competitive conceptual design process. We acknowledge that this process has been unique and challenging. The support and collaboration is greatly appreciated.



- Receive Net Municipal Project Cost Range and Scope from Town Council
- Plan Part 2/Phase 1 of Charge in preparation for referendum

IMPORTANT:

- Only a conceptual design has been determined at this time (a starting point)
- FHSBC will work with the selected architect to complete a detailed design once Town Council has set the Net Municipal Project Cost Range and Scope
 - The design and cost will be modified through a more detailed evaluation
- FHSBC will continue to collaborate with the community, impacted neighborhoods and Town Council on the detailed design prior to referendum

2. To discuss and select the overall project scope for the Farmington High School Building project

Motion was made and seconded (Mastrobattista/Capodiferro) to select Option 3 New Building by TSKP Studio as the project scope for the Farmington High School Building Project.

Adopted unanimously

3. To set the range of the net municipal cost of FHS Building Project

Motion was made and seconded (Mastrobattista/Capodiferro) to set a range of the net municipal cost of FHS Building Project.

Motion was made and seconded (Mastrobattista/Capodiferro) to amend the motion to set a range of \$105,000.000 to \$110,000,000 for the project.

Adopted unanimously

Adopted as amended unanimously

4. To charge the FHS Building Committee with an overall project scope/option and next steps for the Farmington High School Building Project

Motion was made and seconded (Mastrobattista/Capodiferro) the charge the FHS Building Committee to complete the attached requirements (recorded with these minutes as Agenda Item D-4) for the planning and construction process for building projects per 53-4 of the Town of Farmington Code for Option 3 New Building by TSKP Studio, within the determined net municipal cost range of \$105,000,000 to \$110,000,000.

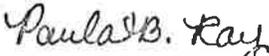
Adopted unanimously

E. Adjournment

Motion was made and seconded (Mastrobattista/Capodiferro) to adjourn the meeting at 8:45 p.m.

Adopted unanimously

Respectfully submitted,


Paula B. Ray, Clerk

ARTICLE I

Construction Procedures**[Adopted 2-28-1995; amended in its entirety 5-14-2002]****§ 53-1. Purpose.**

The purpose of this article is to establish procedures to plan, approve and construct public buildings in an orderly and cost-effective manner, including giving clear direction and course of action to the appointed building committee or designated person or persons. This article shall apply to all pending public building projects in progress on the effective date of this article.

§ 53-2. Statement of needs.

- A. The Town department or agency initiating a request for the construction or renovation of a public building shall submit to the Town Manager a statement of needs which justifies the requested construction. The Town Manager shall review the statement of needs critically and shall, when satisfied that the statement is complete, submit the statement to the Town Council along with a recommendation for approval or disapproval of nonschool proposed construction.
- B. The Board of Education, being responsible under C.G.S. § 10-220 for making a study of the needs for school facilities and of a long-term school building program, shall, as part of a statement of needs, make recommendations to the Town Council for new school construction, additions or renovations based upon such study.
- C. Town Council approval of a statement of needs shall be required before any further action is taken. The Town Council may hold hearings or take any other action it deems appropriate to obtain information prior to approving a statement of needs.
- D. Each Town department or agency, including the Board of Education, shall, at the time of submitting annual budget requests, submit an estimate of expenditures for capital improvements for the next five years. The Town Manager, at the time of submitting the proposed annual budget to the Town Council, shall submit a five-year capital improvements program with a recommendation of what, if any, project or projects should be undertaken in the ensuing fiscal year. The Council shall consider and act on the projects, either approving, disapproving or approving at a revised estimate of costs.

§ 53-3. Building committee or other designated person or persons.

- A. Upon approval of a statement of needs, the Town Council shall appoint a building committee for all school buildings, including at least one member of the Board of Education, and may appoint a building committee for all other Town buildings.

- B. If a building committee is appointed, the Town Council shall define the scope of the responsibilities of such committee. The Town Council shall seek to include persons experienced in design and construction (such as an architect and/or construction engineer) to be building committee members.
- C. If a building committee is not appointed for Town buildings other than schools, the Town Council shall specifically designate the person or persons responsible for planning and supervising the construction of such building and shall define the scope of responsibilities of such person or persons.
- D. Hereinafter, the building committee or designated person or persons shall be referred to as the "committee."
- E. The Town Manager shall provide the committee with qualified and adequate staff support on building, financial, administrative and clerical matters. The role and scope of staff shall be clearly defined by the Town Manager and shall be described by the Town Manager to the committee. The Town Manager shall stay in close touch with the committee and keep the Town Council advised on material developments as they occur.

§ 53-4. Planning and construction process for building projects.

- A. Project initiation. The Town Council shall, upon recommendation of the Town Manager:
 - (1) Select a site for the construction. If a school site is involved, the site shall be approved by the Board of Education and the State Commissioner of Education prior to the start of construction.
 - (2) Develop and incorporate into the committee's charge a clear description of the nature, size and purpose of the proposed building based on the approved statement of needs.
- B. Preliminary plan development. The committee shall:
 - (1) Solicit proposals from qualified architects to prepare schematic drawings and project cost estimates, including costs of construction, engineering, finance, legal, contingency, independent construction monitoring and oversight, and other appropriate costs.
 - (2) Negotiate a contract or contracts with the selected architect. The architectural work will be contracted for in two phases. Phase one will consist of preresult services, including the preparation of schematic drawings and cost estimates, including structural site work, grading and drainage, presentations to Town boards and commissions and other services and costs as determined by the committee. Phase two services will complete the project through Town acceptance and final payment to the contractor(s). The phase

two contract will include the architectural fees and expenses to take the project through the design development, contract document and administrative services phases during construction, including the preparation of bid documents and contract documents, the evaluation of bids and the determination of appropriate bonding, insurance and other soft costs. The contract(s) shall provide that the architect will not proceed beyond phase one services until the committee has issued a notice to proceed after the approval of funding for the entire project; and that the Town has no financial obligation beyond phase one fees and expenses if the project funding is not approved.

- (3) Obtain from the architect a certificate attesting to the architect's errors and omissions insurance coverage that will be valid throughout the duration of the project.
 - (4) Request sufficient funds from the Town Council to pay for the architect's phase one services. Upon approval of such funding, the committee shall execute the contract with the architect for such services.
 - (5) Decide what type of owner's representative to use (if other than the architect) such as a clerk of the works, construction manager or general contractor. If a construction manager is to be used, the committee shall solicit proposals from qualified firms and negotiate services and fees for the pre- and post-referendum phases.
 - (6) Submit the completed schematic drawings to the Town Plan and Zoning Commission for informal review and recommendation and make such changes as appropriate in accordance with the contract for architectural services.
 - (7) Submit the completed schematic drawings and project cost estimates to the Town Council for approval.
 - (8) Upon Town Council (and Board of Education for school projects) approval of the schematic drawings and project cost estimates, request that the Town Council:
 - (a) Set a Town meeting (and referendum if necessary) for the total project cost based on the cost estimates prepared by the architect and/or construction manager; and
 - (b) Refer the project to the Town Plan and Zoning Commission for a report under C.G.S. § 8-24.
- C. Final plan development. If the project is approved at the Town meeting (or referendum, if necessary) the committee shall:
- (1) Issue a notice to proceed to the architect to complete final plans, working drawings and specifications, bid documents and contract documents. The committee and its consultants shall review the

design documents at each design phase to evaluate, refine and update cost estimates and verify that the plans fulfill the purpose of the proposed building in a reasonable manner. The committee shall submit a copy of the final plans, working drawings, specifications, bid documents and contract documents to an independent, qualified engineering firm for a comprehensive review as to accuracy, clarity and completeness. The engineering firm shall submit comments to the committee. The committee shall direct the architect to make such changes as it deems appropriate.

- (2) Submit the final plans to the Town Plan and Zoning Commission for site plan approval. Upon receipt of the architect's changes and approval of the Town Plan and Zoning Commission, and approval of the Board of Education for school projects, the committee shall put the project out to bid and award the construction contract. The Town Manager and a person designated by the committee shall execute the construction contract on behalf of the Town.
- (3) Meet with the architect, general contractor or construction manager to reconcile any differences between the parties. The committee shall approve the final plans, working drawings and specifications, bid documents and contract documents.

D. Construction initiation. The committee shall:

- (1) Establish an oversight team consisting of the architect, Town staff members and/or consultants to assure regular and knowledgeable in-the-field monitoring of construction and evaluation of change orders and to keep the committee up-to-date on a regular basis on all material developments. The committee shall contract for additional independent monitoring of the construction process, if deemed necessary.
- (2) Authorize the start of construction.
- (3) Monitor the construction process to include meetings with the architect, project manager and construction contractor as necessary to resolve any differences.
- (4) Establish liaisons and/or other means of communication to keep the Town Manager, Town Council and other interested parties up-to-date on project developments.
- (5) Consider and act promptly on change orders, making certain that any increase in the cost involved in any change order is within the amount appropriated for the project.
- (6) Monitor the preparation by the architect of a list of items (punch list) which are not fully completed or which require further attention when the architect has certified that the building is substantially complete. The committee shall accept the building as

substantially complete and make certain that the punch list items are completed promptly and properly.

- (7) Review the certification by the architect that construction has been completed in full compliance with contract documents or review the list of items that are not yet satisfactorily completed.
- (8) Authorize the release of funds that had been withheld or designate those funds to be withheld pending completion of any unfinished work or for any other appropriate reason.

§ 53-5. Town Manager's responsibility for coordination of process.

Throughout the planning and construction process, the Town Manager shall be responsible for coordinating the process and working with the committee and making full use of the Town staff and appropriate outside services as required. The Town Manager shall attend meetings as necessary between the architect and general contractor or construction manager and/or subcontractors. In the event of a conflict precluding the Town Manager's attendance at any such meetings, the Town Manager shall designate an alternate to attend in his/her absence and promptly after the meeting shall confer with the alternate and be briefed on significant developments. Within budgetary limits, the Town Manager is authorized to obtain such outside services as he/she believes are needed.

§ 53-6. Execution of contracts.

The Corporation Counsel shall review all contracts before they are entered into by the Town or the committee and shall oversee the execution of such contracts and compliance with appropriate bonding and insurance requirements.

§ 53-7. Approval by State Commissioner of Education.

In the case of the construction of school buildings, the Town Council may by resolution authorize the Board of Education to apply to the State Commissioner of Education for a state grant-in-aid for the project. The Board of Education and Superintendent of Schools shall be responsible for having the State Commissioner of Education approve the plans and other matters relating to such application and for obtaining school construction grants from the state.