

**FACILITIES COMMITTEE
EAST HARTFORD BOARD OF EDUCATION**

**Tuesday,
November 10, 2009**

A meeting of the Board of Education Facilities Committee was held on Tuesday, November 10, 2009, at the Central Office Building, 1110 Main Street, East Hartford, CT. The meeting was called to order at 6:00 P.M. by Chairman Robert Damaschi.

PRESENT Robert Damaschi, Chairman, Facilities Committee
Anita Morrison, Facilities Committee Member & BOE Member
Bryan Hall, Facilities Committee Member, & BOE Member
Mary Alice Dwyer-Hughes, Chairperson BOE
Marcus Oladell IV, BOE Member
Jeff Currey, BOE Member
Tyron Harris, BOE Member

ALSO PRESENT Mark Zito, Superintendent of Schools
Al Costa, Director of Facilities
Paul Mainuli, Director of Business Services
Stan Staron, Purchasing Agent

APPROVAL OF MINUTES

MOTION By Anita Morrison
Seconded by Bryan Hall
To approve the following Minutes:
Meeting of October 19, 2009
Motion unanimously carried.

PUBLIC PARTICIPATION - None

REVIEW OF REDISTRICTING PROPOSALS AND EVALUATION OF SUBMITTING FIRMS

Paul Mainuli, Director of Business Services, provided the Committee with an overview of the process to evaluate two firms that submitted proposals under RFP 1638-09 EHPS Redistricting Study. The purpose of the meeting is to interview and ask questions of both firms and recommend a firm to the Board. It was pointed out that this will be a long process and one where a study can not be evaluated or considered until a firm is retained. Mr. Mainuli stated that both firms have a lot of experience and both are capable to complete the redistricting study. Chairperson Damaschi stated that we will only ask questions tonight and a decision will not be made.

The first firm, Harrall-Michalowski Associates out of Branford, CT was introduced. Presenting was Mr. Harrall, Principal of the firm who introduced his firm and his team for this project in the event they are selected. Introduced was Michael Looney and Michael Zuba, Senior Planners for the firm. Mr. Harrall stated they have done work here in East Hartford specifically with the Plan of Conservation and the GIS system. They have done work for Manchester Public Schools, Waterford Ct, Hartford CT, Hamden CT, Region 10 CT, and Westerly RI Public Schools. The Committee members and attending Board members asked several questions to which a lengthy discussion took place regarding the process, objectives and expectations of a redistricting endeavor.

REVIEW OF REDISTRICTING PROPOSALS AND EVALUATION OF SUBMITTING FIRMS,
CONTINUED.

The second firm, Ross Haber Associates, Inc. out of Port Washington, NY was introduced. Present was Mr. Ross Haber, Principal of the firm who introduced his firm and experience. Mr. Haber stated he has done work in New York, New Jersey, Shelton CT, Enfield CT, Trumbull CT, Stratford CT and Seymour CT. The Committee members and attending Board members asked several questions to which a lengthy discussion took place regarding the process, objectives and expectations of a redistricting endeavor.

PUBLIC PARTICIPATION -

Chairperson Damaschi extended to the individuals in the audience a second opportunity for questions or comments.

Unknown Speaker #1:

Q1: Does the public know the cost of the redistricting and how we are paying for it?

Mr. Mainuli indicated the cost of the Redistricting will be paid from Stimulus Funds and was around \$50K.

Unknown Speaker #2:

Q1: What items were provided to the firms in order for them to respond?

Mr. Mainuli indicated that an RFP was let and publicly advertised and it outlined basic assumptions and expectations but no specific direction as to what outcome of a study would be.

Unknown Speaker #2:

Q2: Why is the Board looking to redistrict by September 2010? Why not 2011?

Mr. Mainuli indicated that the process is very involved and we are trying to start now to allow the Board and Community as much time as possible to make decisions about redistricting.

OLD BUSINESS –

Committee Member Anita Morrison asked about the status of the Willowbrook Lease. Al Costa, Director of Facilities, and Paul Mainuli, Director of Business Services, explained that they have worked with Shipman and Goodwin to complete a draft of the lease terms and have planned to bring it to the Facilities Committee for their review at the next upcoming meeting.

Board member Marcus Oladell IV asked if there was an update to the Mayberry School wall damage. Mr. Costa informed those present that he had inspected the work last Saturday and all of the masonry was completed and we were awaiting the delivery and installation of the door and window; that it may be completed shortly but he would follow-up with a report.

NEW BUSINESS

The Committee members and attending Board Members discussed the next step with the redistricting study. A discussion took place as to the process. Chairman Damaschi stated he would like the Committee to reconvene and review the proposals and make a recommendation to the Board.

A Facilities Committee will convene a meeting on Monday, November 23, 2009, 5:00 P.M., third Floor Conference Room, at the Board of Education office.

MOTION

By Anita Morrison

Seconded by Bryan Hall

To adjourn the Facilities Committee meeting (7:40 P.M.)

Motion unanimously carried.

Recorded by:

Albert S. Costa,

Director of Facilities