

REPRESENTATIVE TOWN MEETING

TOWN OF DARIEN, CONNECTICUT

RULES COMMITTEE

Minutes

Regular Meeting, May 20, 2019

7:30 p.m., Room 113

The meeting was called to order at 7:30 pm.

Present: Seth Morton (Moderator), Mark Adiletta (V), Joanne Hennessy (V), Gary Swenson (VI), Lois Schneider (I), Jack Davis (III), Barbara Thorne (II), Mike Wheeler (II), Joe Miceli (IV), Theresa Vogt (VI), Adele Conniff (III), Patti Bumgardner (I), Frank Kemp (IV),

Absent:

Guest(s): Monica McNally (District II Public Works Subcommittee Chair), David Dineen (Co-chair Ox Ridge Building Committee, BOE), Kip Koons (Co-chair Ox Ridge Building Committee, BOS), Marc Thorne (BOS), Jayme Stevensen (First Selectman), Susan Marks (BOS)

Meeting was called to order 7:31 PM by the Moderator.

A motion was made by Mr. Wheeler, second by Mr. Miceli to approve the minutes of the April 29 meeting. Motion passed 7 in favor; 0 against, 3 (Hennessy, Schneider, Swenson) abstained. Two members (Kemp, Bumgardner) not present for the vote.

A discussion took place wrt subcommittees to be assigned primary/secondary when bonding items come before the RTM.

Monica McNally (District II Public Works Subcommittee Chair) and Mr. Kemp (Chair of TGS&A) provided an update on the state of state/governor's and other plastic bag ban bills. A copy of an amendment to Darien's Code of Ordinances regarding Management of Plastic and Paper Checkout Bags in Darien and related information was distributed (please attach to the Minutes).

Kip Koons and David Dineen provided an update on the organization, makeup and activities of the Ox Ridge Building Committee. An overview of "approval of state funding " and submission for reimbursement request were also discussed. Plan to go meet with the office Of Construction & Management to discuss project. ONG Industries and AP were selected, Architect hired, construction manager hired. A problem with State funding process vs Town funding process was noted. To put the appropriation for the building of Ox Ridge Elementary School and a related presentation on the agenda for the June RTM meeting was discussed. Presentation outline attached.

The Moderator reviewed the Highland Farms item. Proposed making an announcement not to hold subcommittee meetings the night of the full RTM.

Mr. Davis introduced closeout of special funds resolutions. F&B as primary

Wrt gift from DAF (Diller Property) Ms. Stevenson suggested it be put on the agenda. Moderator noted no information had been provided to date.

The agenda for the June RTM meeting were proposed as summarized below. A motion to accept as drafted was made by Mr. Adiletta, Mr. Swenson second. Motion passed unanimously.

Committee assignments for the June meeting resolutions were proposed as summarized below. A motion to accept as drafted was made by Ms. Hennessy, Mr. Davis second. Motion passed unanimously.

- Closeout of special funds (Item 1), F&B Primary
- Closeout of special funds (Item 2), F&B Primary
- Highland Farms bonding \$609,000 postponed to June 10 2019 Meeting from May 13, 2019. F&B primary, P&Z and Parks & Rec secondary
- Appropriation for building of Ox Ridge Elementary School. F&B Primary, Education secondary
- Diller Property /DAF gift Parks & Rec primary, P&Z and Education and F&B secondary.
- Plastic Bag Ordinance. Public Works primary, TGS&A and Public Health and Safety secondary.

See more detailed descriptions of these resolutions as provided below.

(19-) Consideration and action on closing out the Superstorm Sandy Revenue Fund and restoring final balance to Town of Darien General Fund

(19-) Consideration and action on closing out the Animal Control Fund, the Waste Disposal Fund and Waste Management Fund, and restoring remaining balances to the Town of Darien General Fund

(19-9) Consideration and action on appropriation of \$ 609,000 for the Highland Farm Improvements Project & authorizing the issuance of bonds & notes in the amount of \$609,000 to meet said appropriation

(19-) Consideration and action on amending the resolution (19-12) appropriating \$3,000,000 for the planning, design and construction of a new Ox Ridge Elementary School and authorizing the issuance of bonds and notes in the amount of \$3,000,000 to meet said appropriation, to increase the scope of the project and the appropriation and bond authorization by \$60,000,000 to \$63,000,000

(19-) Diller (Missing)

(19-) Consideration and action on an amendment to Darien's Code of Ordinances regarding Management of Plastic and Paper Checkout Bags in Darien

Motion to adjourn 8:32 PM.

Mark Adiletta, Clerk

cc: Standing Committee Chairs
District Chairs
First Selectman
Rules Committee

OUTLINE OF A PRESENTATION BY THE OX RIDGE BUILDING COMMITTEE TO THE BOS AND RTM

- **Background**

BOE request to build a new school on the site of the Ox Ridge Elementary School, creation of detailed Education Specifications (“Ed Specs”), BOS charge to the Building Committee (“ORBC” or the “Committee”), formation of the ORBC its members, ex officio members and relevant skill sets. Committee toured Ox Ridge and Tokeneke Schools for background and comparisons.

- **First Steps Part 1 – Hire an Architect**

Committee issued an RFP and 11 firms responded, ORBC interviewed 6, chose 3 finalists and assigned them a project to develop preliminary site/building conceptual designs, Committee members toured one school for each finalist, finalists gave presentations on May 9th, Committee chose S/L/A/M on May 10th.

- **First Steps Part 2 – Investigate State Grants**

ORBC members met with officials in the Office of School Construction Grants & Review (“OSCG&R”) to confirm potential availability of state funds provided June 30th deadline for filing application was met (funds availability next fiscal year in question), reviewed data required for application, discussed the formula(s) for determining the maximum amount of grant funding (very preliminary estimate is 12% of total project cost), engaged Colliers International to assist in the grant application process, committed to an application filing no later than June 30, 2019.

- **First Steps Part 3 – Hire a Construction Manager (“CM”)**

The Committee evaluated the desired role for a CM, chose Construction Manager at Risk, issued an RFQ to which 8 firms responded, a subcommittee narrowed the focus to 3, Committee interviewed all finalists and requested RFPs, evaluated RFPs and reference checks, chose the Joint Venture of O & G Industries, Inc. and A. P. Construction Company (“O&G/APC”) on May 17.

- **First Steps Part 4 – Other**

Ed Specs including those for Early Learning Program were explained by Dr. Landon, Town permitting process was outlined by Jeremy Ginsberg, discussed the application of expandability and flexibility in school design, and contracted for a site survey update, a traffic study, a hazardous materials survey, enrollment update and geotechnical testing.

- **The Town’s Construction Process vs. OSCG&R Funding Process**

The key differences are to be explained along with the significant drawbacks of missing the application deadline (one full year wait with no bidding activity and most likely lower funding formula if any funds available), the need to appropriate funds based upon rough estimates driven by school size (square feet) as determined by Ed Specs and as further analyzed by the 3 finalist architectural firms.