

East Lyme Board of Education  
**East Lyme Elementary Schools Design Steering Committee Meeting**  
August 21, 2014  
4:00 p.m.

**MINUTES**

**Members Present:** Dr. James Lombardo, Linda Anania, Candice Carlson, Melissa DeLoreto, Gil Gallant, Dr. Tim Hagen, Rob Kupis, Don Meltabarger, Ray O'Connor, John Rhodes, Al Jacunski from Jacunski Humes Architects, LLC

**Members Absent:** John Arnold, Dr. David Miko, Dr. John Whritner

The meeting began at 4:00 p.m. in the Central Office Conference Room

**Update on Demographic Study:** Dr. Lombardo reported that NESDEC is on track to present the demographic study findings to the Design Steering Committee and the Board of Education as planned on September 8, 2014. NESDEC will provide the Design Committee with a draft of the report for review by September 1, 2014.

**Community Survey:** Candice Carlson reported that she and Dr. Lombardo have meet and that a Survey Monkey survey will be sent out to the community after the three September forums so community members will be better informed to respond to survey questions.

**Community Forums:** Tim Hagen and Dr. Lombardo will begin drafting a brochure announcing the three elementary design community forums scheduled for September 23<sup>rd</sup>, 24<sup>th</sup>, and 25<sup>th</sup> outlining key topics that will be discussed. The brochure will be emailed to parents, broadcasted on channel 22, put on the website, and made available at each school, Town Hall, Senior Center, and East Lyme Public Library. Tim Hagen distributed and reviewed the draft of the PowerPoint presentation to be presented at the community forums for comments and input from the Design Steering Committee. The presentation will include all elementary school design options and will highlight that the quality of education in East Lyme will always remain excellent no matter what design option is ultimately selected.

**Design Committee Conceptual Framework:** Al Jacunski presented the overall budget comparisons for all elementary school design concepts. Al verified that the State will reimburse 20% of the demolition cost of the Lillie B. Haynes wing under renovate as new if that option is selected. Al will update the current budget comparisons to include the demolition reimbursement and to include commissioning costs for all concepts. Al reviewed the picture overlays of each concept and will provide the committee with pdf formats of each overlay. At this early stage, it was suggested to use percentages instead of dollar figures at the community forums when discussing costs. Example: to renovate three schools as new would be 30% more than to build one school or renovate two schools as new.

**Next Meeting:** The next Design Steering Committee meeting will be held on Thursday, September 4, 2014 in the Central Office Conference Room.

Respectfully Submitted,

*Dr. Timothy Hagen*  
Timothy Hagen, Ph.D.  
BOE Chair

*Dr. James Lombardo*  
James D. Lombardo, Ed.D.  
Superintendent of School