

**TOWN OF WILLINGTON
SCHOOL BUILDING COMMITTEE**

**Regular Meeting Minutes
Hybrid; TOB, Common Room & Virtual Meeting**

**June 21, 2023
6:34 PM**

**Minutes are not official until approved at the next regular meeting*

Member	Position	Present in Person	Present via Zoom	Absent
Phil Stevens	Superintendent of Schools	X		
Mike Makuch	Board of Selectmen Representative (Chairman)	X		
James Marshall	Board of Finance Representative		X	
Christopher Tillona	Board of Education Staff			X
Ann Grosjean	Board of Education Member	X		
Katherine Viveiros	Construction Industry Experience			X
Peter Latincsics	Member at large	X		
Justin Niderno	Member at large			X
Briana Ross	Member at large		X	
Ralph Tulis	Member at large (Vice Chairman)	X		
Erika Wiczenski	Member ExOfficio (non-voting)			X

CALL TO ORDER

Chairperson Makuch called the meeting to order at 6:34 PM.

CHAIRPERSON REPORT

Chairman Makuch stated that based on the guidance from the board of education that they have a direction that will likely be agreeable.

COMMUNICATIONS

a. Letter from the Board of Education

Chairman Makuch read the letter from the Board of Education that stated on June 13th 2023 members of the Board of Education discussed the joint meeting between the School Building Committee, the Board of Education and the Board of Selectmen. The Board of Education requested to move forward with a request for qualifications and proposals for an updated facility study for the two schools. The Board of Education says it believes this is outside of the charge of the School Building Committee and The Board of Education recommends that the School Building Committee complete a written report of their findings to the Board of Education and Board of Selectmen.

TOWN OF WILLINGTON SBC

NEW BUSINESS

a. Guidance from the Board of Education

Chairman Makuch said that the letter he read gives clarity to what the SBC is looking for. He stated he believed it makes perfect sense to follow the recommendation and prepare a final report with input from members. He said he would like a draft before the next meeting, and work to improve it. He also wants to close out finances and finish up missing meeting minutes.

A. Grosjean stated she believed the Communications committee should do an article for the Willington Wire when this is over so residents can see the final report. She also stated that there will be a cost attached to hiring someone for a facilities study and asked if it was possible to return some of the SBC money to use it for that.

Chairman Makuch said that would be a Board of Education decision and that the leftover money from the SBC would go back to the town.

P. Stevens made the suggestion that if they were aiming for an approval on July 19th for a final report, it would be good to get a draft of the report done by July 5th so there is time to get feedback from Committee members and to finalize the final report. It also gives time to settle minutes and any outstanding bills. He also said the last report from the school committee could be pulled so they could see a possible example.

J. Marshall said he was wondering how realistic the schedule was even especially with the holidays. He said he questioned how long a draft of the report would take to make and then how long it would take to get comments and feedback on it.

Chairman Makuch said he did not think it was realistic for every committee member to write their own version of the draft. He said if members could put their thoughts in the email and recommend what should be in the report and what they feel is most important to include.

B. Ross did say that she was curious what was in the report from the last group and the biggest difference would be the technology.

Chairman Makuch said he would email out the old report and that what he envisioned for the report would be taking the summary from meetings earlier this year and lay out the key points from the course of the Committee. He said he would take key points from previous meetings and powerpoints and work from there. He stated the report should be more of a letter in a report form.

R. Tulis stated that he had come up with eight topics he would like to put in the report.

Chairman Makuch said that he would like those and any ideas emailed to him.

P. Latinsics asked if the report would be looking at what was actually done or the outcome of the referendum.

Chairman Makuch said that he believed people should suggest what they want, and that the election is an important factor to include so people in the future could see what had happened.

TOWN OF WILLINGTON SBC

P. Latincsics said that the difference between this outcome and the previous outcome of the last committee was the ADA upgrades to the schools.

R. Tulis said that the report should include details from start to finish and the takeaways the committee got.

Chairman Makuch cautioned that different members of the committee had different opinions on the outcome of why the referendum ended up the way that it did and that it was important not to include opinions in the final report.

R. Tulis said that they should include what they learned about the process.

Chairman Makuch reiterated that any ideas for the report should be emailed to him so they could start working on a draft. He asked for those emails to be in by July 1st. He said he was looking for ideas on framework and input and any ideas for what should be included on the report. He also asked that this be emailed to P. Stevens as well.

P. Latincsics asked if the intent was to create a draft report.

Chairman Makuch said that the first step would be to combine suggestions and email that out so that an outline for the report could be determined.

PRESENT TO SPEAK

ADJOURNMENT

Motion by P. Latincsics to ADJOURN meeting.

Seconded by R. Tulis

All in favor, motion carried unanimously.

Meeting adjourned at 6:58 PM.

TOWN OF WILLINGTON, CT ³
Received for record November 20, 2023
At 1:35 pm Rh
CCTC