

ADA COMPLIANCE SUBCOMMITTEE –Meeting Minutes

Friday, September 8, 2017 – 8:30 AM

Cheshire High School, 525 South Main Street – Facilities Department Offices

Members Present: Richard Clavet (Chairperson)
Vincent Robitaille
Jim McKenney
Members Absent: Phillip Bowman
Additional Present: Mark Nash, Public Building Commission

The meeting was called to order at 8:30 PM. A quorum was determined to be present.

Vincent Masciana, BOE/COO will be included as an invitee to all subcommittee meetings.

The committee reviewed the handout “Voluntary Corrective Action Plan – School District Cheshire – Cheshire High School” which was compiled by B&L Architects and last revised on July 25, 2017. The following key items from this report were specifically discussed:

- Press box elevator
- West Gym Locker renovations

The overall scope, including egress improvements, ADA accessibility, and sightline modifications was also discussed.

Some of the concerns may be addressed in-house or through various capital appropriations.

The committee discussed RFP requirement for architectural services which will be specified by the BOE and issued by the Town. The subcommittee determined that the appropriate RFP candidate should have experience in administering a project of this type, credentials specific to ADA/civil rights compliancy, experience in establishing a priority based on non-compliance severity and budget limitations, and past experience in assisting other school districts with similar nonconformance requirements.

The committee discussed the timeline. Although some of the work can occur during the normal school year, most of the interior work must be completed during the summer. Some exterior work may occur during normal working hours if it doesn't interfere with typical school or sport activities. The subcommittee would like to have most of the potential work ready to be accomplished at the beginning of summer 2018.

The committee discussed the process of bidding design services.

Motion by Vin Robitaille and seconded by Jim McKenney to adjourn at 9:05 AM. The motion carried unanimously.

Respectfully submitted,

Richard Clavet, Cheshire Public Schools Facilities Manager