

Meeting Minutes:
Wilmington School Building Committee-Land Acquisition
Subcommittee
Wilmington CT

Wednesday September 22, 2021 7pm

NOTE: This is an online (remote) meeting

1. Called to order @ 7pm by Chairman Makuch-Members present: Katherine Vivieros, Gary Anderson, Ralph Tulis, Mike Makuch. Public/guests: None
2. Discussion about and affirmation of goal to assess properties (current and potential) for any of the options available, including reuse of current facilities, new construction, etc.:
 - a. MM discussed recent concerns by the public as well as Board of Finance members that the School Building Committee (SBC) as well as the Land Acquisition Subcommittee (LASC) had narrowed the scope to new construction only. The reality is that this subcommittee should be clear that it is currently looking at new as well as existing parcels to make assessments that are informative and defensible for all options.
 - b. Discussion continued by all, with points made affirming that strategy, as well as noting that the subcommittee was named "acquisition" for a reason, and that was somewhat implied if not expected by the full SBC.
 - c. Discussion also entered into the question of purpose of the LASC versus the potential consultants, with the answer being that the initial work done by the LASC is a first look, which will help to narrow down the amount of parcels to be reviewed deeper by the paid consultants, using the expertise of the members of the LASC to make general observations and score parcels for priority.
 - d. Discussion concluded with consensus that the LASC would ask the SBC at the next meeting to change the name of the subcommittee to "Land Assessment Subcommittee" and allow the scope to include assessment of current parcels for the purpose of renovation/replacement of the schools on those parcels.
3. Discussion of assessment tools/strategies
 - a. MM Started the discussion with a screen share of a sample spreadsheet showing parcels and attributes. Discussion followed about the sheet, the attributes, and scoring methods such as Yes/No scoring.
 - b. RT then shared his screen with his draft criteria list of attributes that should be assessed for each parcel. Discussion followed about the list, including potentially using the list as the cover page with the assessment spreadsheet as the "report" of how parcels measure up to the criteria list.

- c. GA discussed scoring methodologies, including adding the ideas of High/Medium/Low scoring, and point value scoring.
 - d. RT said we can certainly do these initial assessments w/o the consultant, allowing us to get going sooner, and provide some solid information to the full SBC and the consultants.
 - e. KV confirmed that we should use the talents and experience of LASC members to make progress and feed this to the full SBC and the consultants.
 - f. KV shared her screen with a draft list of criteria to evaluate parcels, continuing the discussion of putting a criteria list in front of the assessment tool, which would provide the attributes for the assessment tool (spreadsheet). This would provide a means for the public to see what we are doing, and how we are doing it.
 - g. RT pointed out that the parcel key listing actual parcel identification should be on a different document to allow FOI and executive session compliance.
 - h. Consensus of the LASC was to go to the full SBC for discussion and approval of methods, as well as for the LASC members to receive by email the state's land selection criteria, will be sent by KV.
 - i. KV mentioned a possible guest speaker who could talk more about land assessment, perhaps to the full SBC.
 - j. RT suggested that we get started by reviewing the school parcels as the access if easy to arrange, and we can test our process.
 - k. GA left the meeting at 8pm
- 4. Executive session-if required: Executive session was not required
 - 5. Adjournment: KV moved, MM seconded, all in favor at 8:04pm

Respectfully Submitted,

Michael Makuch

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