

Agenda
Farmington High School Community Survey Ad Hoc Committee
September 12, 2018
Town Hall – BOE Conference Room
6:00 PM

- A. Call to Order.
- B. Public Comment.
- C. Minutes
 - 1) To approve the attached August 30, 2018 minutes.
- D. Presentation.
 - 1) Introduction of consultant- The Center for Research & Public Policy
- E. New Business.
 - 1) Discussion of the survey methodology and overall goal of survey.
 - 2) Background and context of the High School Project.
 - 3) Begin working on the formulation of survey questions.
- F. Other Business.
 - 1) Confirm meeting schedule.
- G. Adjournment.

cc: Committee Members
Paula Ray, Town Clerk

Minutes are considered "DRAFT" until approved by the committee

Minutes
Farmington High School Community Survey Ad Hoc Committee
August 30, 2018

Present:

Beth Kintner, Chair
C.J. Thomas
Camille Simpson
Maura McInnis
Chris Fagan
Bill Beckert
Ellen Siuta

Erica Robertson, Assistant Town Manager
Kathy Greider, Superintendent of Schools
Bill Silva, Farmington High School Principal
Nancy Nickerson, Ex-Officio Member
Kat Howroyd, Management Specialist

Absent:

Matt Ross, Director of Technology
Kathy Eagen, Town Manager

A. Call to Order.

The Chair called the meeting to order at 5:07 p.m.

B. Public Comment.

None.

C. Interview firms to select a consultant for the Farmington High School facility survey.

The following firms made presentations regarding a Farmington High School facility survey:

5:00 PM	The Center for Research and Public Policy
6:00 PM	Connecticut Economic Resource Center
7:00 PM	The STATS Group

D. Executive Session: Review and Discussion of RFP Responses for Farmington High School Facility Survey in accordance with Conn. Gen. Stat §§1-200(6) and 1-210(b)(24).

Upon a motion made and seconded (Thomas/Fagan) it was unanimously VOTED: to move to Executive Session for the review and discussion of RFP Responses for Farmington High School Facility Survey at 7:51 p.m. with attendance limited to voting and non-voting members of the Farmington High School Community Survey Ad Hoc Committee.

The committee returned to Open Session at 8:16 p.m.

E. To take any action on the selection of a finalist for the Farmington High School facility survey.

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Upon a motion made and seconded (Thomas/ Beckert) it was unanimously VOTED: to take any action on the selection of a finalist for the Farmington High School facility survey.

Upon a motion made and seconded (Beckert/Fagan) it was VOTED: to select The Center for Research and Public Policy (CRPP) to conduct the Farmington High School facility survey, contingent on a due diligence background and reference check by the Town of Farmington.

Voting yes were Kintner, Thomas, Simpson, McInnis, Beckert, Siuta.
Voting no was Fagan.

Bill Beckert stated that he feels CRPP is the more appropriate fit for the committee's needs.

F. To authorize the Town Manager to negotiate and sign an agreement with the selected firm for the Farmington High School facility survey.

Upon a motion made and seconded (Thomas/Beckert) it was unanimously VOTED: to authorize the Town manager to negotiate and sign an agreement with the selected firm for the Farmington High School facility survey.

It was noted that an agreement has been reviewed and approved by the Town Attorney, and will be sent to CPRR for review tomorrow.

G. Minutes

1) To approve the attached July 24, 2018 minutes.

Upon a motion made and seconded (Thomas/Fagan) it was Voted: to approve the July 24, 2018 minutes.

Voting yes were McInnis, Kintner, Thomas, Fagan, and Simpson.
Bill Beckert and Ellen Siuta abstained, as they did not attend this meeting.

2) To approve the attached July 26, 2018 minutes.

Upon a motion made and seconded (Thomas/Fagan) it was Voted: to approve the July 24, 2018 minutes.

Voting yes were McInnis, Kintner, Thomas, Fagan, Siuta, and Simpson.
Bill Beckert abstained, as he did not attend this meeting.

H. Adjournment.

The committee discussed the upcoming schedule, and decided to move the meeting scheduled for September 6, 2018 to September 12, 2018 at 6:00 PM. The location to this meeting is to be determined.

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The committee decided to keep the scheduled meetings for September 20, 2018 and September 27, 2018, both at 7:00 PM, as these dates and times will be discussed with CRPP at their first meeting.

The committee was in favor of each completing a one page exercise for the next meeting, as suggested by an interviewee earlier in the meeting. This one page document will be a framing exercise regarding the survey; listing issues, questions, ideas, etc. from each committee member's perspective.

Upon a motion made and seconded (Thomas/Beckert) the meeting adjourned at 8:34 p.m.

Respectfully Submitted,

Kathryn Howroyd
Management Specialist