

Shepaug Building Committee  
Minutes of Meeting  
January 8, 2018

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Monday, January 8, 2018, at 5:14 PM

Present were the following:

Committee: Gregory Cava, Chairman, John Kuck, Jay Hubelbank, Alex  
McNaughton  
Absent: Valerie Andersen, Robert Horrigan,

Administration: Teresa DeBrito, Director of Curriculum, Kim Gallo, Shepaug  
Principal Donald O'Leary, Facilities Manager

Others Present: Jennifer Mangiagli, Kaestle Boos Assc.  
Mark Jeffko, O & G Industries

2. *Adoption of Minutes:* December 11, 2017

**MOTION:** made by Jay Hubelbank, seconded by John Kuck to adopt the  
December 11, 2017 minutes.

**VOTE:** unanimous

motion passes 4-0

3. *Discuss Agri-Science Project*

A. *Project Status:*

The addendum to the architect contract and schematic design were discussed.

B. *Pending Payments:* None

C. *Commissioning Agent Draft Contract:*

The draft copy of the Commissioning Agent Contract was reviewed. Don O'Leary spoke regarding the status of the contract. Mr. O'Leary stated that he and Mr. Giesen had reviewed the contract and were happy with it. The

question was asked as to meeting attendance, number of site visits and cost. A provision as to reporting to the Building Committee had been requested.

**MOTION:** made by Jay Hubelbank and seconded by Alex McNaughton to approve the agreement with the Commissioning Agent subject to the inclusion of an early termination provision by the Region, if the project does not go forward and subject to further review by council, with any proposed modifications resubmitted to the Building Committee for its approval and that Mr. O’Leary will confirm the fee of any additional visits over and beyond the stated 6.

**VOTE:** unanimous

motion passes 4-0

4. *Architectural – Jennifer Mangiagli, KBA reported.*

A. *Report:*

Jennifer Mangiagli reported that currently the Design Development Documents are being worked on. Mentioned was a minor lay out change. A Systems Review Meeting will be taking place this Thursday at noon which will include Mr. O’Leary. Jennifer had requested a meeting with the Science Department for informational purposes.

There was extensive discussion regarding a signed septic contract amendment, septic testing data, the Septic Design Amendment, the septic contract, permitting, Civil Engineering and any additional costs. It was agreed that Jennifer would speak to Richard Couch of Martinez Couch, Assc. regarding the status of moving forward.

The question was also asked of what was included in the estimate for septic work?

Adding an additional meeting prior to January 29 had been requested should the revised amendment to the KBA agreement be received.

5. *Construction Manager – Mark Jeffko, O&G reported*

A. *Report:*

Mark reported that Lorel is currently working with Jennifer, Kim Gallo and Don on the Science Room Phasing and Renovations. Mark stated that by phasing the work there will not be a need for temporary science space.

B. *Schedules:*

Mark handed out a revised Preconstruction Schedule dated January 5, 2018

6. *Adjournment*

There being no further business, the meeting was adjourned by consent at 5:59 PM.