

Shepaug Building Committee  
Minutes of Meeting  
February 26, 2018

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Monday, February 26, 2018 at 5:01 PM. Booth Free School, Roxbury.

Present were the following:

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

Administration: Patricia Concentino, Ed.D., Superintendent, Teresa DeBrito,  
Director of Curriculum, , Kim Gallo, Shepaug Principal  
Donald O'Leary, Facilities Manager

Others Present: Charles Boos, Jennifer Mangiagli, Kaestle Boos Associates  
Paul Dominov, Amy Moro, Brennan White, KBA  
Lorel Purcell, O & G Industries  
John Buonaiuto, BOE

2. *Adoption of Minutes:* February 12, 2018

**MOTION:** made by Alex McNaughton, seconded by John Kuck to adopt the February 12, 2018 minutes as amended. (page 3, #5 month changed from March to February)

**VOTE:** unanimous

Motion passes: (4-0-0)

3. *Discuss Agri-Science Project*

A. *Pending Payments:*

Invoices 1-5 had been reviewed, discussed and compared to a spread sheet provided by Bob Giesen, Greg Cava addressed any questions and referred amendment 2 and 3 to the specific invoice. It had been requested to have spreadsheets available prior to committee meetings as to be able to have sufficient time to review information.

Amendments #2 and #3, which Chairman Cava had sent to the committee were reviewed.

**MOTION:** made by Alex McNaughton, seconded by Rob Horrigan to approve amendment #2 revision as presented.

**VOTE:** unanimous

Motion passes

Remarks on amendment #3 pertaining to the attached Ed Specs. Kim Gallo stated that the Ed Specs had been reviewed by herself and Teresa DeBrito.

**MOTION:** made by John Kuck, seconded by Rob Horrigan to accept amendment #3.

**VOTE:** unanimous

Motion passes

**MOTION:** made by Rob Horrigan, seconded by Alex McNaughton to approve KBA invoice #15073.01-5 (\$70,000.00) and KBA invoice #15073.02-5 (\$10,000.00).

**VOTE:** unanimous

Motion passes

**MOTION:** made by Rob Horrigan, seconded by Alex McNaughton to approve KBA invoice #15073.05-2 (\$33,823.23) with caveat subject to making sure numbers for what has been paid and what is owed track with the finance director and with clarification of the statement at the bottom of the invoice pertaining to consultant expenses.

**VOTE:** unanimous

Motion passes

**MOTION:** made by Rob Horrigan, seconded by Alex McNaughton to approve KBA invoice #15073.06-2 (\$21,450.00), related to amendment two of the contract.

**VOTE:** unanimous

Motion passes.

**MOTION:** made by Rob Horrigan, seconded by Alex McNaughton to approve KBA invoice #15073.07-3 (\$86,337.00) relating to amendment three of the contract.

**VOTE:** unanimous

Motion passes

Mr. Cava stated that he would have Anthony Amato, Board Chair, sign the amendments to the contract at tonight's BOE meeting.

#### 4. Architectural – Kaestle Boos Associates

Chuck Boos, KBA introduced three members of the team. Paul Dominov, Amy Moro, and Brennan White. Jennifer stated that permitting is on track with the scheduling and also the submission to ZBA (Zoning Board of Appeals) has been submitted with a site plan. Mr. Cava signed the application. There is a Wet Lands meeting set for Wednesday night, February 28<sup>th</sup>, at 7:30. Possible application fees were discussed. Brennan spoke on upcoming town meetings that would need to be attended. Amy, Brennan and Paul reviewed the wetlands site plan, south science lab alteration site plan, north alterations site plan and the overall site plan. A Walk-Around Video of the perspective school, greenhouse area and equine buildings had also been shown. In discussion questions were asked as to farmland exemptions, variance requests and fire code access. It was also mentioned that Janet Hill, Washington Inland Wetlands / Zoning Commission, will notify the Roxbury Inland Wetland Commission of the application submission.

Jennifer updated the committee stating that she had met with staff and science alterations had been reviewed. Alterations to the north end, media center and adjacent rooms, if needed, were noted. Mr. O'Leary remarked that he is preparing a list for Out of Scope work that would need to be done. Mr. O'Leary reviewed examples of that work. Mr. Boos stated that there would not be a fee for the architectural relocation items. Chairman Cava requested a copy of the Walk-Around Video so as to share the video with the Board of Education.

#### 5. Construction Manager: O&G

Lorel reviewed the schedule noting updates. Upcoming dates were discussed, with Lorel stating she will send an electronic copy with the revision of dates from this evening's meeting. Phase dates were reviewed including descriptions of work done pertaining to a certain phase. It was mentioned that October 1, 2018 is set as a start date with an end date of December 19, 2019. The close out (contract) process at the end of the project including needed certificates and manuals had also been reviewed. Change in legislation referring to

retainage percentage had been brought up. Building Permit Fees were discussed. Chairman Cava had been given the Wetlands application but before signing, he will review the document having it ready for submission, Tuesday, February 27. Before ending the meeting, Mr. Cava stated that he will have Mr. Amato BOE, Chairman, sign the amendments after the Board meeting and have them ready to be picked up tomorrow, February 27.

6. Adjournment:

There being no further business, the meeting was adjourned by consent at 7:03 PM.