

Shepaug Building Committee
Minutes of Meeting
April 9, 2018

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Monday, April 9, 2018 at 5:03 PM.

Present were the following:

Committee: Gregory Cava, Chairman, Valerie Andersen, Tony Bedini, Jay Hubelbank, John Kuck, Alex McNaughton

Administration: Patricia Cosentino, Ed.D, Superintendent, Teresa DeBrito, Director of Curriculum, Robert Giesen, Director of Finance, Kim Gallo, Shepaug Principal, Karen Fildes, Director of Technology and Communication

Others Present: Charles Boos, Jennifer Mangiagli, Kaestle Boos Associates
Lorel Purcell, O & G Industries
John Buonaiuto, BOE

2. *Adoption of Minutes: March 26, 2018*

MOTION: made by Jay Hubelbank, seconded by Tony Bedini to adopt the March 26, 2018 minutes.

VOTE: in favor: Gregory Cava, Chairman, Tony Bedini, Jay Hubelbank, John Kuck, Alex McNaughton

abstain: Valerie Andersen – not present March 26 mtg.

Motion passes (5-0-1)

3. *Accept Resignation Letter by Robert Horrigan*

MOTION: made by Jay Hubelbank, seconded by Tony Bedini to accept the letter of resignation by Robert Horrigan with regrets.

VOTE: unanimous

Motion passes (6-0)

4. *Discuss Agri-Science Project:*

Prior to the start of reporting on AgScience, Chairman Cava relayed that he had just received a mailing from the Zoning Commission, Town of Washington, that the Hearing is scheduled for Monday, April 23, 2018 at 7:30 pm. Jennifer, KBA stated that they would send the required notices out.

A. Project Status:

Mr. Cava reported on the status regarding the different Washington Commissions and special permit use and standards.

B. Pending Payments:

Discussion on pending payments, invoices and spreadsheet included in the packet. The procedural process regarding invoices and payment had been described. The Traffic Study had been reported on by Jennifer referring to an email that had been sent to Mark Lyon, Washington First Selectman by the Traffic Engineer. Mr. Giesen clarified the price change to Septic Phase 2 stating that he was in need of backup documentation.

MOTION: made by Alex McNaughton, seconded by Valerie Andersen to approve payment to KBA for \$12,595.00, invoice #15073 06-3 dated March 30, 2018 as reviewed by Bob Giesen.

VOTE: unanimous

Invoice # 15073 02 had reviewed. This includes cost for Concept Redesign, Revised Schematic Design, and Design Development for science lab renovation.

MOTION: made by Valerie Andersen, seconded by Jay Hubelbank to approve payment to KBA for \$6000.00, invoice #15073.02-6 dated March 30, 2018 as reviewed by Bob Giesen.

VOTE: unanimous

Discussion on invoice #15073.01-6 which will close out Design and Development. The spreadsheet that had been included in the packet, was referred to showing payments previously made. Design Development Documents were discussed.

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton to approve payment to KBA for \$42,000.00, invoice #15073.01-6 for Design Development dated March 30, 2018 as reviewed by Bob Giesen.

Discussion. Explanation on invoice and spreadsheet comparison. This Wednesday, April 11, 2018, a set of documents would be going to the State. Jennifer mentioned that the same set of documents going to the State, would also be going to local officials. This should happen by the end of the week. Lorel, confirmed that they (O&G) had met with KBA and are in the process of doing a Design Development estimate but will not be ready for State presentation Wednesday. This should not be a hold up. Mr. Cava asked for a set to be sent to him electronically. The expectations of the State meeting Wednesday, had been discussed. Also discussed was the issue regarding Eversource moving primaries to the north side of the building. Digging near the current conduit is a concern. Lorel stated that Eversource will pick up the cost for the primaries and transformer but the project will have to pay for the secondary wiring.

VOTE: unanimous

Continued discussion regarding Eversource and rerouting wires.

MOTION: made by Valerie Andersen, seconded by Jay Hubelbank to approve payment to BVH Integrated Services for \$544.00, which is 5% completion of the Design Phase. Invoice #02117166.00-1

Jennifer provided information and stated that BVH had assisted Don in some of the work.

VOTE: unanimous

An email from Mr. O'Leary to Mr. Giesen regarding building permit fees, which had been copied to Mr. Cava, was discussed. Mr. Cava reminded the committee that the spending up to \$15,000.00 had previously been approved and that the bill came in at \$11,720.00. Mr. Giesen stated that he was looking for approval by the committee to spend the \$11,720.00 although the authorization was up to \$15,000.00.

MOTION: made by Jay Hubelbank, seconded by Valerie Andersen to approve spending the \$11,720.00, for the building permit to the Town of Washington.

VOTE: unanimous

C. Phase I and Phase II Site Assessment and Discussion:

Informational report from Fuss & O'Neill was reviewed. In question is the Phase I total fee of \$26,150.00. Time sensitivity and soliciting others bids were discussed. Areas of assessment items were clarified, noting this was environmental and all sampling would be outside. Lorel added information to the

discussion. It had been decided to bring Phase I and II Assessment back to the April 23 Bldg. Comm. Mtg. agenda.

4. *Architectural, KBA*

A. Report

Jennifer spoke on the one change made to the site plan. The change had been made to the Fire Protection Pump House building with increasing square footage to 300 sq. ft.. Jennifer stated the need and reasoning for this being done which does involve the need for new switch gears.

Jennifer acknowledged the report she had sent to the committee from Acentech, which was also included in the packet. Jennifer and Mr. Boos explained why this report was needed. Discussion on the recommendations. Also discussed were State Codes, and Statues. Jennifer noted that the State requires a signoff that the building has been looked at acoustically.

MOTION: made by Valerie Andersen, seconded by Jay Hubelbank to accept Acentech proposal by the consultant hired through Kaestle Boos.

It had been questioned as to whether this consultant was on the list in the contract under section 1.1.12? Jennifer clarified that they were listed in Exhibit F.

Friendly amendment accepted to add “authorization up to \$18,150.00” to the motion.

VOTE: unanimous

B. Consultant Overview:

Jennifer mentioned that she is awaiting the 3rd and 4th version to the Security Low Voltage Proposal. Jennifer stated that she is hopeful of having it in the morning. Presentation by Secure Our City – Postponed to April 23, 2018 meeting

Teresa DeBrito verified that there is still a wait for the Septic Design and approval? That signatures are in transit, Phase I? Lorel added that O&G does not have their letter as of yet.

5. *Construction Manager, O&G,*

A. Report:

Lorel reported on the PCR meeting in Hartford. Lorel stated that she has not seen a letter of approval yet to be able to go out for bid for Phase I. Uniform at Cost Estimates on the State website were mentioned. Also mentioned were needed

signatures. Lorel stated they are also in the process of finishing the DD estimate, hopefully to be finished by April 23. Noted was that the next PCR meeting should be scheduled. State and local approvals were discussed. Mr. Cava added that a copy of the Inlands/Wetlands permit had been included in the committee packet and that a few approvals are still being waited on. Lorel questioned the cost report that had been requested as to how the chairman would like it formatted? FF&E asked to be added to the report.

B. Temporary Space:

It was reported that the temporary space issue is already being planned with a pre-bid meeting set for April 25.

6. *Check list reviewed and discussed.*

3 items will be carried over.

7. *Misc:*

List of Funding for Items not in AgSTEM – Moved to the April 23, 2018 meeting.

8. *Adjournment:*

There being no further business, the meeting was adjourned by consent at 6:56 PM.