

Shepaug Building Committee
Minutes of Meeting
November 8, 2017

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Wednesday, November 8, 2017 at 6:01 PM.

Present were the following:

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

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

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

2. *Adoption of Minutes:* October 30, 2017

MOTION: made by Alex McNaughton, seconded by Valerie Andersen to
adopt the minutes of October 30, 2017.

VOTE: in favor: Valerie Andersen, Greg Cava, Alex McNaughton
abstain: Rob Horrigan, was not present at the October 30 meeting.

Motion passes: 3-0-1

3. *Commissioning Agent:*

It had been requested that item 5 on the agenda, Commissioning Agent, be moved up for discussion. Donald O'Leary reported on questions regarding testing by BVH. It was stated that Mr. O'Leary and Mr. Giesen had made calls regarding reference checks. Discussion on the contract. Mr. Cava stated that BOE, at their previous meeting, did approve the Building Committee to spend up to \$77,292.00.

MOTION: made by Valerie Andersen, seconded by Alex McNaughton to
accept the proposal from BVH as Commissioning Agent at the
contracted price \$77,292.00.

VOTE: in favor: Valerie Andersen, Greg Cava, Alex McNaughton
abstain: Rob Horrigan

Motion passes: 3-0-1

Mr. O'Leary asked about contacting all who had sent in bids and it was agreed that Mr. O'Leary would make the necessary calls.

4. Discuss Agri-Science Project

A. Project Status:

Discussion with Chuck Boos and Jennifer Mangiagli regarding footage and pricing. Site Plans, Septic Design and forthcoming approvals were also discussed. It had been requested to have an updated schedule of necessary approvals. Also discussed was a request to ask the BOE, at their November 13 meeting, to spend remaining funds needed for the Septic Design.

B. Drawings Review:

No report, no changes have been made.
A full size survey set will be made available for the next meeting.

A letter dated October 31, sent by Kaestle Boos Assc., was reviewed in which a request for a contract amendment was made. Discussion.

C. Pending Payments:

No bills ready for approval.

D. Ed Specs:

Review of footage numbers. Conversation on original document and revisions made along the way.

MOTION: Made by Valerie Andersen, seconded by Rob Horrigan to forward the revised Ed Specs dated October 24, 2017 to the Board of Education for their adoption.

VOTE: unanimous

E. Hazardous Materials Project Discussion:

Mr. O’Leary reported, that in a conversation with Bob Giesen, it was suggested that the hazardous materials removal go out to bid immediately. Discussion on the project. It had been reported that the Scope of Work has been completed, Mr. O’Leary is waiting for the report so that the bidding process can begin.

F. AgSTEM Equipment List Review

Mr. Giesen had given Don an equipment list to bring to the meeting for review. A current list sent out by Jennifer was distributed and discussed. There was also a discussion on Grant needs and deadline.

MOTION: Made by Valerie Andersen, seconded by Rob Horrigan to request that the Board of Education authorize the Building Committee to spend up to \$35,000.00 to do the Septic Design and \$14,800.00 to do the analysis on the Traffic Study.

VOTE: unanimous

MOTION: Made by Valerie Andersen, seconded by Alex McNaughton to give Kaestle Boos the authority to engage Martinez Couch as an add-on to their contract per Board approval.

VOTE: unanimous

Amendment to previous motion:

MOTION: Made by Alex McNaughton, seconded by Rob Horrigan to request that the Board of Education authorize the Building Committee to spend up to \$39,252.00 for the Septic Design and \$16,780.00 for the analysis on the Traffic Study.

VOTE: unanimous

It had been mentioned that Anthony Amato, BOE Chairman, has requested a list of milestones up to the completion of the AgSTEM project.

The meeting ended with a short discussion on the impact to rooms during the science lab renovations. Mr. Cava addressed a thought to Mrs. Gallo and Mrs. DeBrito, if changes could be made to the resource area, what might those be?

November 20, 2017 will be the next meeting.

5. Adjournment:

There being no further business, the meeting was adjourned by consent at 8:01 PM.

End of meeting check list for November 20, 2017:

- Grant application update, Teresa
- Preliminary Schedule of Approvals, Chuck
- Septic Design, spending funds request to BOE, Greg
- Full Size Survey Set, Jennifer and Don
- Flow Chart, Lorel
- Break down of Jennifer's and landscape expenses, Chuck
- Request for Ed Spec comparison (to show revisions) Teresa
- Scope of Work, Hazardous Materials, Don
- Milestones (current to completed project), Lorel
- To think about updates to the Resource Area, Kim, Teresa