

**ENFIELD HIGH SCHOOL BUILDING COMMITTEE  
MEETING MINUTES  
March 10, 2016**

A meeting of the Enfield High School Building Committee was held at Enfield High School located at 1264 Enfield Street, Enfield, Connecticut on March 10, 2016.

1. **CALL TO ORDER** The meeting was called to order at 6:40 pm by Randy Daigle
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

**MEMBERS PRESENT**

Randy Daigle, Walter Kruzel, Doug Maxellon, Tim Neville, Wendy Osada, George Rypysc, Lynn Scull, Gina Sullivan, Donna Szewczak, Laura Vella

**MEMBERS ABSENT**

Virginia Austin, Gina Cekala, Joe Muller, Jim Nasuta, Greg Strich

**ALSO PRESENT**

Jim Giuliano, Chris Nardi, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Randy Daigle to Approve the Regular Minutes dated February 18, 2016

Seconded by Wendy Osada

Motion passes by a show of hands

Abstained by Doug Maxellon

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS REPORT**

Chris states we have 7 open RFI's, we are up to 998 and 15 open submittals.

9. **PROGRAM MANAGERS REPORT**

Jim states we requisitioned with the State, we did an ED046 in the amount of \$5,586,000.00. We expect about \$3.8 million in April. We did receive payment in February for about \$4.1 million dollars from the State from the requisition we did in December. Continuing with the cash flow, I need some additional information from the Town Finance Director. I am monitoring the sole sourcing for the phone system that was submitted to the State. They accepted it and we're giving it to their sole sourcing committee to review. Continuing to review ATP's as they come through. Move planning for this summer is continuing. We had a 2<sup>nd</sup> meeting this past Monday morning and we also had a meeting in the afternoon with Town officials. We have everything under control. The Town meeting was good, we went over quite a few items, with Town responsibilities and mover responsibilities. We have a good handle on that. It is good that the Town is being proactive in calling the meeting to be sure that over the summer that there aren't any issues.

Randy states we went over lessons learned from November, I.T., who will be responsible for different things.

Jim continues it was a good, comprehensive meeting and everyone is a little bit more at ease with what is going on.

Tim asks in respect to the sole sourcing, I'm understanding that you're getting to the next layer at the State? What is your guesstimate on how long that will take?

Jim states I don't know. I will send out an email tomorrow asking what the status is. They have a committee and I don't know how often they meet. I believe they meet on an as needed basis. If a request comes in they will set a meeting.

Tim states until that is approved does that hold up a P.O. ?

Jim states the Town of Enfield needs to use that phone system. Whether or not it gets approved it sounds like you're going to use that phone system anyway. It wouldn't hold up a P.O.

Doug states it just won't be eligible for reimbursement.

Jim states exactly.

Tim states we'll have to wait to see if they will do it or not. Are there any other P.O.'s that are being held up?

Jim states not that I am aware of, but I do need to have more contact with Town officials.

Randy states John Wilcox and Cathy will be setting up a meeting next week or the following week to go over any pending P.O.'s.

Jim states that was another topic of discussion at our Monday meeting was outstanding P.O.'s and making sure they get processed.

Tim states as we get closer to the summer, we need to nudge to keep them moving along.

Randy states the information that they need now for the P.O.'s isn't as much as we needed initially. We are now amending a lot of the P.O.'s, they're not new ones, we're adding additional furniture or equipment. All the backup information that it took from manufacturers, vendors, that's where a lot of the ball dropping was.

Tim states I agree, but we're in construction season, it isn't so much that the P.O.'s didn't go through, the delivery of the goods on time. We ran into that with the compressor and the lifts. It's no issue with you guys. Whatever we can do, we will.

Donna states I want to make sure you're being included on any of the security items that are going to be purchased.

Randy states yes.

Donna continues we had executive session and they said the building committee was involved. I want to be sure that they are giving you everything that you do need. We had a budget meeting and I asked them to get in touch with George on any kind of equipment that might be in the culinary room that could fall under the building committee, be that it's pots and pans and such.

Tim states I think there is a \$10,000.00 line item for culinary, that's food because we have a new culinary program. Part of it is equipment that we wouldn't normally put in.

Doug asks what is our extent with the security issues?

Donna states I just want to make sure they are including Randy in everything.

Wendy asks is any of that security stuff going to be paying for the work we're doing since you got security money?

Randy states that security money is for specific things, it's grants. It's not what we're doing.

Wendy asks if we did not have the level that the State is recommending, can we not use what we had planned and use what the State is giving in the grant?

Randy states you can't co-mingle funds. If a grant is paying for certain things, that's what it has to be used for. It would be considered ineligible.

Wendy states we could use the money for something else.

Jim states they would reduce the amount.

Doug states I know you're being informed when you go to the meetings, I want to make sure the committee also gets informed.

Randy states I was asked a question regarding the bleachers. The bleachers were out because we are putting the decals on. On one side the bleachers go out about 6 feet on the basketball court. The bleachers have several settings. One is when we have a basketball game and they only go out so far. When we have a place of assembly, they go out all the way. We wanted to optimize the amount of seats, so when it's not being used it will go on the court. Secondly, during the basketball games there will be about 10 rows that will come out.

Chris states 200 on the short side and 800 on the west side.

Randy continues, I was talking with Andy because when the schools combine there will be a band, like they do for the playoffs and there wouldn't be enough room on that side which was going to be the home side. What Andy's going to do is he's going to make the other side the home side and the other side will be the visitor/parent side. The coaches and the teams will be on the other side. The side that fits 800+ will be the home bench.

Tim asks for some pictures so they can be put up on the school website. It looks fabulous.

Amar states in week or two we will be wrapping up.

Tim asks when are they doing the logo?

Amar states we will start striping next week or so. In the next two weeks it should be in place.

#### **10. PROGRAM CONSULTANT REPORT**

George states he attended the meetings with Jim. I am working a lot with Kerri on the move. Last week we toured Fermi High School looking to see what we plan on bringing over, what we can possibly take and use. I have been working on our needs as far as student chairs, teacher chairs, everything else. It is all progressing well. I anticipate this move to go very smoothly.

Wendy asks what is the status on the stop light? and are we going to be responsible for getting this done or do I take this to the Town Council?

Doug states that is the Town. I had that under new business, why can't we put that in the scope of our project?

Jim states it won't be reimburseable.

Randy states we don't have the authority to request it. The Town has to request it.

Wendy states I know it's beyond the scope to do it ourselves but on a weekly basis are we asking them have they done it? Are we verifying that they started it? Are we getting a status? Are we moving it along?

Randy states I thought it was already asked to the Town.

Donna states I will bring that to them.

Laura states we had this conversation and we brought it to the Town Council when we went to Planning & Zoning and we had the study done and the State said it didn't warrant it. It's a State decision. At that time we said it was up to the Town to move that forward.

Doug states the Town can request it regardless of what the traffic study says.

Randy states the last correspondence I got on that was their recommendation was to wait until the merge happens because they have to do another traffic study in order to present it. Right now, we will have the same results.

Doug states he heard a lot of the information on the traffic study wasn't obtained from the police department, the amount of accidents.

Randy states once we do it and there are traffic jams, that will be the perfect scenario.

Doug states my problem is when we get to the end of the project, we will have to close this project.

Randy states it will take several years before the audit. It takes 2 years before we get audited.

Doug states we need to get it going now. If the building committee has to meet with the Town then that's what we have to do.

Wendy states I feel it's appropriate to keep on them and get a status on it. I remember talking about doing it when the school opens, then there has to be a cop standing out there every time school opens. We as a committee can make a concerted effort in public to get them to agree that there will be a policeman or resource officer in the morning and in the afternoon when they close.

Randy states that is something the Board of Education or Town Council has to dictate, not us.

Donna states they can never guarantee that because if an emergency happens. What I want from you as a building committee when I take this to the Town Council, I want to know how much you're willing to spend on it. Because at one time we were over budget.

Randy states we were never over budget. When you say over budget, we had estimates five years ago that were within budget. We were never over budget. Once we put the project out to bid that is your date. I don't want things out of proportion. We were never over budget.

Donna states we had estimates that said we needed to value engineer things out that we did not.

Randy states five years ago.

Donna states at this point, like you made a decision on the uniforms of what your budget would be for this, what is your budget for a traffic light?

Randy states you need to work that the other way around.

Wendy states you need to find out how much it is and come back to us.

Donna states I thought the State gave us a figure at one time.

Doug states no, the State won't give you a figure.

Randy states there were ballpark figures but that doesn't mean anything. You guys need to do your work before we offer anything.

Donna states I will bring it to them.

Doug asks who in the Town right now has the ball?

Tim states nobody, I think it is just out there. I think in terms of the Board of Ed, we should bring it up at every meeting. Having 700 students going out of here is one experience, having 1,500 going out of here and buses is a whole different experience. You were talking about getting our legislators up here as well.

Doug states before we make this a public issue why don't we try getting the Town here. If we have to get the Town Manager to send somebody to our meeting, the traffic cop, let them come to the next meeting.

Tim states have the Superintendent come as well. It is a safety and welfare issue.

Randy states I will make the call and invite them to our next meeting and they will be put on the agenda.

Tim asks about the slope, I walk down that slope, the angle is so high. Everybody will do like I do and walk on the grass. Is there going to be a step there? You've worked with high school students enough, they will all walk on the grass. They aren't going to walk all the way down around to the corner. Is there anything planned to do that?

Randy states there was nothing planned because the site plans are done. It is something we can look into.

Amar states that is how it was designed. It's a two tiered, it's a landscape feature. It's going to be grass, we have seeded. You're right, the kids cross that whole island area.

Chris states we will look at it.

#### **11. CMR REPORT**

Amar states we are at 536 safe work day. Ceiling grid is going in the A wing on the 3<sup>rd</sup> floor, looking to start ceiling grid on the 2<sup>nd</sup> floor next week, flooring first week of April. Painting is on-going and we are progressing across the building. In the D-wing all the demolition is complete and we're installing footings and looking to erect steel the week of April 4, that is on track as well. The new packages are going out to bid next month. Products and supplies are being distributed in early May. We're gearing up to getting the move package going. We're looking to turn the A/C on in the building in the next week or two. It's in the Town's hands, we're helping them turn it on. We're joining forces next week to get the system up and running. They have to fill in the condenser water, prep work in advance to turning on the cooling tower. The gymnasium is ready for April break move.

Randy asks when is the auditorium going to be ready?

Amar states January, into early February.

#### **12. WORKFORCE DEVELOPMENT REPORT**

None

#### **13. COMMUNICATION SUB-COMMITTEE REPORT**

Gina states she needs pictures of A wing, or the Auditorium. I am still on target to do the newsletter before the break.

Amar will re-send pictures.

#### **14. OLD BUSINESS:**

Doug states he read the minutes and I know you had a motion to approve the \$225,000.00 for the uniforms and Donna had asked if we got Bond Council approval. Did we get Bond Council to approve that?

Randy states I don't know if it was a direction to ask.

Doug asks if we can get Bond Council approval?

Randy states we can.

Lynn states she was under the impression that when the discussion was going on that I said yes, I would like it to go through Bond Council.

Doug states I think we should, it's a controversial spending. I've gotten asked as a building committee member if we can spend that money. I said I'm not sure, we should get a Bond Council ruling. Can we get a ruling in writing and that way we're covered?

Donna states she will email Lee tonight.

Randy asks to be cc'd in case there are questions.

Wendy asks why'll we're at it can we throw in the stop light?

Donna states yes.

Doug asks about the east side of the building, the water runs off like a water fall. Is that going to be addressed?

Chris states yes, we're adding snow guards and a diverter. It will stop the majority of the water.

Doug asks Amar at this time does any contractor have any claims against you for time or money?

Amar states no claims.

**15. NEW BUSINESS:**

Randy states the following were discussed, reviewed and approved at the budget sub-committee meeting.

Motion made by Lynn Scull to Approve Midwest Technology Order Number 2071329-01, dated January 11, 2016, in the amount of \$25,817.16

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve School Specialty Invoice 208115893243, dated February 25, 2016, in the amount of \$362.12

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Table HAKS Engineers, P.C., Invoice CT0283-032, dated December 22, 2015, in the amount of \$9,046.54 (Tabled on January 7, 2016)

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Table HAKS Engineers, P.C., Invoice CT0283-031, dated December 16, 2015, in the amount of \$262.24 (Tabled on January 21, 2016)

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve Gilbane Building Company Application Number 34, dated February 1, 2016, in the amount of \$3,954,374.49

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve Silver Petrucelli Application Number 16-233, dated March 1, 2016, in the amount of \$138,465.70

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve Sustainable Engineering Solutions, LLC, Payment Application Number 13, dated March 1, 2016, in the amount of \$2,280.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Add the Following ATP's:

ATP0170 – Breaching through Foundation Wall – Estimated – in the amount of \$22,101.00

ATP0172 – New CMU Walls at Bathroom Groups on 2<sup>nd</sup> and 3<sup>rd</sup> – Estimated – in the amount of \$19,693.00

ATP 0173 - Added Casework in Rooms E247 and E346, in the amount of \$10,935.00

ATP0174 – Window Sills in Area A – Main Office, in the amount of \$3,000.00

ATP0175 – Reconciliation of Abatement Scope of Work, in the amount of \$73,001.00

ATP0171 – Reconciliation of Abatement Scope of Work, in the amount of \$41,438.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve ATP0170 – Breaching Through Foundation Walls – Estimated – in the amount of \$22,101.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve ATP0172 – New CMU Walls at Bathroom Groups on 2<sup>nd</sup> and 3<sup>rd</sup> – Estimated – in the amount of \$19,693.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Lynn Scull to Approve ATP0173 – Added Casework in Rooms E247 and E346, in the amount of \$10,935.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Lynn Scull to Approve ATP0174 – Window Sills in Area A – Main Office, in the amount of \$3,000.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Lynn Scull to Approve ATP0175 – Reconciliation of Abatement Scope of Work, in the amount of \$73,001.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Lynn Scull to Approve ATP0171 – Reconciliation of Abatement Scope of Work, in the amount of \$41,438.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Randy Daigle to Approve ATP0129 – Final – Automatic Door Opener, in the amount of \$2,108.00

Seconded by Lynn Scull  
Motion passes by a show of hands

Motion made by Randy Daigle to Approve ATP0131 – Revised – Estimated – Chemical Storage Rooms – Additional Revisions, in the amount of \$30,558.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Randy Daigle to Approve ATP0160 – Revised – Estimated – Area E Automatic Door Closers, in the amount of \$18,360.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Randy Daigle to Approve ATP0165 – Credit – Window Shades and Electrical Revisions in D-Wing, in the amount of \$9,966.00

Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Randy Daigle to Approve ATP0169 – Estimated – Media Center RF Detection Relocation, in the amount of \$6,799.99

Seconded by Gina Sullivan  
Motion passes by a show of hands

## **18. EXECUTIVE SESSION**

None

Motion made by Lynn Scull to Cancel the Regular Meeting of March 17, 2016

Seconded by Gina Sullivan

Motion passes by a show of hands

**NEXT MEETING IS MARCH 24, 2016**

**19. COMMITTEE COMMENTS**

**Liaison Comments:**

Tim states thank you for the uniforms. The Board appreciated the comments about being on time and on budget, the comments about the gym and the auditorium. I'm glad to hear from you that we're on target. From our side we thank you very much.

**Committee Comments:**

Doug states I came up the back stair and it's horrible how they clean this place. The stairwell, the dirt in the caulking joints. There should be extra effort. Where they tore the tape off the wall, it looks terrible. It gets contagious when you see that.

Tim state he will bring it up. I will be in touch with Andy and the Assistant Superintendent.

**20. ADJOURNMENT**

Motion to Adjourn by Doug Maxellon

Seconded by Laura Vella

Motion passes by a show of hand

Adjourned at 7:40 P.M.