

**ENFIELD HIGH SCHOOL BUILDING COMMITTEE**  
**MEETING MINUTES**  
**July 28, 2016**

A meeting of the Enfield High School Building Committee was held at Henry Barnard School located at 27 Shaker Road, Enfield, Connecticut on July 28, 2016.

1. **CALL TO ORDER**           The meeting was called to order at 6:30 pm by Wendy Osada
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

**MEMBERS PRESENT**

Wendy Osada, Virginia Austin, Walter Kruzel, Tim Neville, George Rypysc, Lynn Scull, Greg Strich, Gina Sullivan, Donna Szewczak

**MEMBERS ABSENT**

Randy Daigle, Gina Cekala, Doug Maxellon, Joe Muller, Jim Nasuta, Laura Vella

**ALSO PRESENT**

Jim Giuliano, Dean Petrucelli, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Gina Sullivan to Approve the Regular Meeting Minutes dated July 14, 2016

Seconded by Lynn Scull

Motion passes by a show of hands

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS REPORT**

Dean states as of today we have zero RFI's and zero shop drawings in our possession. We are only having BIM coordination meetings on an as needed basis. We continue to have the owner/architect/CM meetings on each Thursday. I spoke about the mods at the last meeting and there were three outstanding. As of tonight there is one outstanding. The two critical ones are in. The last one while we still need it for our CO, we are being told it is up at the State, it has been there about three weeks. The individual who is reviewing it is on vacation this week. We will call them Monday. We are optimistic that it will not hold us up for our CO. We have been doing a lot of trouble shooting with Gilbane and the building officials as we are buttoning up A wing. We punched out floors 2 and 3 two weeks ago. We are scheduled to punch out the first floor and the lower level in the upcoming two weeks. Gilbane has our punch list that we generated by our group and they are working on cleaning that up. Lastly, I mentioned a few weeks back that our contract with the Town is up as of August. We will need to extend that contract through the end of the project. If you recall this project was originally slated to be completed now, and because we were hired prior to Gilbane our contract was written around August as our completion date. Once Gilbane was on board that schedule was re-established and the project was pushed to January, 2017. So, as of next month our contract is going to be needed to be extended. Our CA fee, which was not approved tonight, this is the last month for those billings. That CA portion is

going to be billed 100%, because we billed through our contract. That is something that will have to be taken care of in the next few weeks.

Wendy asks if that is the end of August?

Dean states yes, we go through August.

Tim asks what is involved in getting that resolved? Is it an issue with this committee? The Town Council?

Dean states I believe it would come through this committee.

Tim states this needs to be brought up at the next meeting to get it resolved in a timely fashion. It something we should add to the Agenda. We need to get this squared away.

Dean states correct.

Lynn states at this point, I will have a conversation with Randy so that he is aware.

Dean states he is aware.

Wendy asks do we want to meet next week?

Dean states it's not critical to have a meeting solely for that. I would not have a meeting next week just for that sole purpose.

Wendy states it is okay to have a meeting in two weeks

Dean states yes.

Lynn asks will the BIM coordination meetings pick up once music?

Dean states no, we are going through BIM prior to them building. BIM for music happened 3 or 4 months ago.

Amar states we are done with it.

Dean states we are done because music is under construction.

## **9. PROGRAM MANAGERS REPORT**

Jim states I am continuing to monitor the project costs and State related issues. Only one mod is outstanding at this time. I am continuing to monitor HAKS invoices as well as responding to HAKS emails regarding the reduction in the cost in the previous invoices. That information was forwarded to HAKS back in mid-February/early March. I am monitoring some outstanding items that are going on out in the field.

Tim states I appreciate everything that you guys are doing. Assuming that last modification comes in the next week or so, is there anything that will interfere with us getting a CO?

Amar states he is feeling optimistic that it won't hold up the CO. I've had conversations with the fire marshal about it. We've been having pre-CO building inspections with the building official and the fire marshal. We have gone through level 2 and 3 and half of level 1. I have a meeting with them tomorrow to do a pre-CO walk to see if there are any show stoppers. So far there was only one item and we got that resolved this morning.

Donna asks are we waiting for a fire code mod?

Dean states it is a fire code mod.

Tim asks about the tours. I talked to the Superintendent and he didn't want to do anything until we knew we were getting the CO. I'm hearing from the community, especially the kids. Once that goes through how soon can we start tours?

Amar states we could do tours now, but that is up to the committee and the powers-to-be. I would say after the week of the 15<sup>th</sup>. The week of the 15<sup>th</sup>, I'm planning on the formal CO. If all goes well, by the 19<sup>th</sup>, we will have the C of O. By that point in time, the building is yours.

Wendy states we need to know the moving schedule to give to them so they know when is a good time to have a bunch of people wandering around the building. We don't want to get in the way.

Amar states we've already moved level 2 and 3, 100% complete (A wing). The library is back, it's cleaned. I'm moving level 1 Monday.

Dean states by the 19<sup>th</sup> it will be furnished and cleaned.

Tim states I don't want to let this go until the end, it's so positive. We need to plan that, roll out, and get it out to the media. You've done a fabulous job. Are there maps?

Dean has floor plans. He will make 11"X17" copy. Dean will email it to Tim.

Wendy asks if Town Council and Board of Education still want a separate tour?

Tim states we are more worried about the kids getting in there. We can get in anytime. The kids and their parents are the most important.

Donna asks if we are having trouble with getting the sidewalk finished?

Amar states we are doing the work tomorrow and an Enfield Police Office will be there.

## **10. PROGRAM CONSULTANT REPORT**

George states he is working on the move with Kerri. I've also been spending time in a storage facility in Windsor trying to figure out where things go. The guys in the warehouse have been very helpful. We're doing part of the move on the 1<sup>st</sup>. I've been very busy getting this organized.

Tim states the school administration can help you identifying some items. If you need help, let us know.

**11. CMR REPORT**

Amar states we are at 650 safe work days on the project and things are progressing extremely well. Amar shows progress photos of the building that were taken today.

Progress on the project, we had the pre-CO walk through on level 2 and 3 and we're doing level 1 and the lower level tomorrow. We have some corrective work to do in the FACS storage room. We have furniture slated to come in next week in the cafeteria area to be assembled and everything is going to be distributed through the building in next three plus weeks. Things are going extremely well, spirits are high. Teachers come in on the 23<sup>rd</sup> to set up and students come in on September 6<sup>th</sup>. There is a lot of work going on around the site as far as curbs, landscaping and it will continue through the month of August.

**12. WORKFORCE DEVELOPMENT REPORT**

None

**13. COMMUNICATION SUB-COMMITTEE REPORT**

Gina states the newsletter will be ready prior to the next meeting for review. Gina asks Amar for the pictures.

Wendy states Randy will be attending the Town Council meeting Monday night. Also, I've still been poking at the stop light issue. A letter signed by Senators Kissel, Alexander and Kiner was sent to the D.O.T. and said they had been contacted by a member of the building committee and they are very concerned about the light and they understand that it doesn't meet the standards and based on the fact that it is going to be a high school and there will be a lot of inexperienced drivers they sincerely, respectfully ask that they reconsider. They are pushing at an exception. Also, I talked to Representative Alexander at the 4th of July celebration and he had said that if the exception doesn't go through could we try for legislation. When the next session starts in January, they could introduce legislation to make it mandatory that if you're a high school over a certain population, on a State road it now becomes mandatory. I recommended based on my research there is about 6 or 8 other high schools that have similar student population as ours that are on State roads and don't have a stop light that they join forces with all the other legislators from those towns.

Tim asks can we get help from our Town council to get cops there?

Wendy states you have to pay a minimum of 4 hours overtime in the morning and 4 hours in the afternoon. We can get a gentleman agreement.

Tim states I mean the first week or two of school. I see a nightmare.

Wendy states you have to talk to Andy.

**14. OLD BUSINESS:**

Motion made by Lynn Scull to Remove from the Table and Place in New Business HAKS Engineers, P.C., Invoice CT0283-036, dated March 15, 2016, in the amount of \$8,630.42 (Tabled on June 30, 2016)

Seconded by Ginny Austin

Motion passes by a show of hands

Motion made by Lynn Scull to Table HAKS Engineers, P.C., Invoice CT0283-37, dated June 9, 2016, in the amount of \$11,218.28 (Tabled on June 30, 2016)

Seconded by Ginny Austin

Motion passes by a show of hands

Motion made by Lynn Scull to Remove from the Table and Place in New Business HAKS Engineers, P.C., Invoice CT0283-38, dated June 16, 2016, in the amount of \$10,294.76

Seconded by Ginny Austin

Motion passes by a show of hands

**15. NEW BUSINESS:**

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

Motion made by Lynn Scull to Approve HAKS Engineers, P.C., Invoice CT0283-036, dated March 15, 2016, in the amount of \$8,630.42 (Tabled on June 30, 2016)

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Gina Sullivan to Approve HAKS Engineers, P.C., Invoice CT0283-38, dated June 16, 2016, in the amount of \$10,294.76

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Lynn Scull to Approve ECS Invoice 276411, dated July 12, 2016, in the amount of \$1,050.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Greg Strich to Add to the Agenda M.D. Stetson Company Sales Quotation T113969, dated June 8, 2016, in the amount of \$30,525.36 for maintenance equipment

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Greg Strich to Approve M.D. Stetson Company Sales Quotation T113969, dated June 8, 2016, in the amount of \$30,525.36 for maintenance equipment

Seconded by Lynn Scull

Motion passes by a show of hands

**16. EXECUTIVE SESSION**

None

**17. SCHEDULE NEXT MEETING**

Motion made by Greg Strich to Cancel the Regular Meeting Scheduled for August 4, 2016

Seconded by Ginny Austin

Motion passes by a show of hands

**NEXT MEETING WILL BE AUGUST 11, 2016**

**18. COMMITTEE COMMENTS**

**a. Liaison Comments**

Donna states if you need anything, please call us.

**b. Committee Member Comments**

Wendy asks if anything comes up please let the building committee know. If the public hears it and we don't know we appear uninformed.

Walter states on August 27<sup>th</sup> there will be a Jersey Sale in the Gymnasium beginning at 9:00 a.m.

**c. Good to the Order**

**i. Any Happy News**

**19. ADJOURNMENT**

Motion to Adjourn the meeting made by Greg Strich

Seconded by Ginny Austin

Motion passes by a show of hands

Adjourned: 7:15 pm