

**ENFIELD HIGH SCHOOL BUILDING COMMITTEE
MEETING MINUTES
March 9, 2017**

A meeting of the Enfield High School Building Committee was held at Enfield High School, 1264 Enfield Street, Enfield, Connecticut on March 9, 2017.

1. **CALL TO ORDER** The meeting was called to order at 6:39 pm by Randy Daigle
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Dr. Ginny Austin, Walter Kruzel, Doug Maxellon, Joe Muller, Wendy Osada, George Rypysc, Greg Strich, Gina Sullivan, Donna Szewczak

MEMBERS ABSENT

Gina Cekala, Jim Nasuta, Tim Neville, Lynn Scull, Laura Vella

ALSO PRESENT

Jim Giuliano, Dean Petrucelli, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Joe Muller to Approve the Regular Meeting Minutes dated February 16, 2017

Seconded by Gina Sullivan

Motion passes by a show of hands

Abstained by Dr. Ginny Austin, Gina Sullivan

7. **COMMITTEE GUESTS**

Randy welcomes James Taylor, Chief Building Official and Mike Cirello, Development Services from the Town.

8. **ARCHITECTS REPORT**

Dean states there are 4 RFI's outstanding as of tonight. One of them is the signage we put a halt on last week. As you know we are working with MMI in terms of the site signage and there are some changes going on. Greg asked that I set up a meeting with myself, Greg, Andy Longey and MMI. The parking is being used differently than was originally designed. Andy has made some changes and we want to make sure the signs are coordinated with the reality of what Andy wants.

Doug states he would like to make sure it meets the design and safety requirements. There may be a liability issue if something happens.

Dean states that is the purpose of why we wanted MMI there.

Greg states there are significant concerns from MMI's perspective with what Andy is doing. We need everyone on the same wave length.

Dean continues there is one outstanding shop drawing as of this evening. We've had dozens over the last three weeks, a lot of O&M, close out and as built coming in of all the MEP/FP systems. Those have all been in and out, the only one that is out there is air coil for hydronics of the O&M. We're winding down, what we're doing is final closeout, O&M, warranty, cleaning up our shop drawings, cleaning up our as built. Right now we are complete with the architectural as built, all the MEP as built have been returned. Amar and I are planning to set up one last meeting before we hit the print button of our architectural as built. We would like to meet with building, fire, Gilbane and our firm to sit one last time and review the as built and make sure we've included and incorporated everything that the building official and fire marshal is looking for. It is 1,000 sheets to print and we want to be sure that everyone agrees with the approach that we are proceeding with. There are still some outstanding SES comments. There are a handful that are ours but there are a slew of SES comments that need to be addressed by multiple parties and that is something that we and Gilbane are still tracking on a weekly basis. George just asked me to check on some homerun locations for the TV monitors and I will get him that information this week.

9. PROGRAM MANAGERS REPORT

Jim states I continue working with Gilbane in finalizing project costs and reconciling the budgets relative to the Town's budget and Gilbane's outstanding cost. I am working with John Wilcox and Ed Arum monitoring the bond exposure. Processing State change orders, those are still coming in. We received another one from Gilbane this evening. Monitoring our bond exposure relative to Gilbane's cost. That will be on going until we get down to Gilbane's final requisition and understand where we are. It doesn't mean that the State will review and approve any change orders at this time.

Randy states we currently have 14 there that they have not reviewed yet. They reviewed the first top 3 but we have 14 there. That is where we are as far as ineligible. We don't know until they say "this is and this isn't". In the meantime the rules have changed rapidly in the last month or so as what is eligible and ineligible. That's why the last time we met I said we are going to put a hold on any additional spending until we get a better grasp from our \$1.6 million that we might have to \$580,000.00 that we might have, depending on what the State is going to do now. As Jim said, we are going to be meeting with Wilcox hopefully next week.

Jim continues you have to take a very conservative approach, especially with the State change orders because you don't know when they are going to be reviewed by the State and determined what is going to be eligible. What ends up happening is the Town has to pay for those until the State reviews them. That is a burden on the Town to make sure you have the bond availability to float that money until the State reviews the change orders. It is not unusual for the State to take 3 or 4 years before they get to change orders.

Doug asks if there is a time frame they have to follow?

Jim states no.

Dean states we have a time frame to submit but they don't have a time frame to review. We have some projects that are over 5 years old.

Greg asks are the rules that what is eligible and ineligible are of the day they review it and not the day the project starts? So, the rules of the game perpetually change?

Jim states yes, they do.

Randy states nothing is grandfathered. The reimbursement rate is fixed, and that is based on the eligible items.

Jim states we are monitoring that very closely. Additionally, the State holds back 5% of what they give you. Every two months that we ask for a progress payment, they are holding back 5%.

Doug asks how long do that hold that?

Jim states until the audit, which may be 7 or 8 years down the road.

Doug states you stated earlier you mentioned about the SES comments, is that part of them? Is it construction? Change orders?

Dean states no, it has been ongoing since the beginning of the project.

Amar states they are waiting for design direction on some items, primarily the damper positioning. There are a handful of control issues that we are resolving. There are probably 30 items, what started as a list of a couple of hundred. It is an ongoing process through construction. There is some work that is going to be done in April. As far as the occupancy sensor adjustments, he needs to come back and do those.

Jim states he is anxious to get some of the items taken off the list because he still has to do some testing of units in the D wing.

Dean states it's not tied to the ineligible items.

Wendy states because we're down to the wire and there might be a difference of money left over and we may not know that for 5 to 8 years, the stop light is off the table.

Randy states don't pull in other issues. Right now, this is where we are today. We still have items that Gilbane has line items for that will come back to us. This is not the end of the project, this is where we are today. This project is not going to be done for another 6 to 7 months. As far as finances, don't take anything off the table. We still have items that the contractor has that are coming back. Until we're done, we don't know. This is where we are as of today. No jumping to conclusions.

10. PROGRAM CONSULTANT REPORT

George states Wednesday the last collaborative area that was used for the music classes, the FF&E that has been stored down stairs is going to be put in place. I'm waiting to hear about the computers and TV's. I know we ordered them but I haven't received any word as far as if they've come in. That is significant to all three areas.

Walter states they were sent to central office so they could load the operating system.

Randy states some are at central office and other ones are here which have to get sent to central office to be programmed.

George states I am checking on the last group of fitting out items that were approved, as far as when they're coming in. I'm working with Kerri as far as scheduling when to bring things in because the computer tables we have to coordinate with I.T. I reminded them that the week before Easter would be wonderful seeing that school is closed. I have a question from Andy for whoever is involved in the Open House on the 13th. He'd like to know who is organizing it. He is not aware of the date.

Wendy states Lori Unghire is the Chairperson of the Opening Ceremony. I have updates to share. It's not just a one day event.

Walter states he has an email from Tim Neville that John Dague sent him about the dust collector, where the chips are being drawn into the filter instead of exiting out the air lock.

Dean states our mechanical engineer has been talking to John Dague about that.

Walter states there is something about the dumpster.

George states they can't use the dumpster that is there because they don't have the equipment and something else needs to be purchased that can be wheeled out then the Town vehicle that has the proper apparatus.

Randy states the problem is when we designed, built and ordered it we had the proper equipment. In the meantime, the Town changed what they do and they can no longer pick it up. It's a Town issue.

Walter states then it needs to be brought up to Public Works.

11. CMR REPORT

Amar states we are at 806 safe work days. Our trade presence is very limited to the amount of work we are doing. Primarily we are addressing punch list and we are trying to complete that. We are working with the fire marshal's office and the building official. We've compiled the list we got from the fire marshal's office and taking care of those items.

Randy states regarding the punch list, again, it has been 7 weeks and we received one from the fire marshal and we have not received one from the building inspector yet. It's been 7 weeks. We were promised it 7 weeks ago. We have a crew of 3 people left on this project. We're trying to close it out. Every month that we extend Gilbane being here, on top of the cost, we're spending \$89,000.00 on general conditions. I'm not quite sure why we can't get a list of items, it's been 7 weeks. We were all at the meeting, we have the fire marshal one and again out of those 30 something, probably 8 are particularly building, the rest are art work hanging from the ceiling, things in the hallway, that's not punch list items, that's school stuff. We need to get this under control, we need to get a meeting. Dean was asked to be part of a meeting this week and I asked him to cancel because it did not include the team. We need to get a meeting together yourself, Mr. Taylor, Jenise, Ed Shirley, committee members, council members that were there and let's lay this out. It's 7 weeks. This is a close out. Punch list is for closing out. A punch list is not for removing art work from a ceiling, these items are crazy. Seven weeks is out of control to get an answer that we were promised five days after our group meeting. We have a crew of 3 people here. They're going to be gone next month. Every month after that is costing us \$89,000.00.

Amar continues our closeout primarily includes reconciliation of all the costs with some of the trade contractors that have completed their work. Financial paperwork, there is a lot of paper work that goes with that. A lot of the trades have closed out. There are some changes that are in progress that were approved. We do have some punch list items to be completed this spring that pertains to landscaping. We have a few trees that are weather dependent and that is coming up in the next few weeks.

Randy states we have re-energizing the A/C unit, the chillers.

Amar states we have to get that set up so that it's ready for the cooling season. We have limited amount of staff to address the closeout.

Doug asks in regards to the chiller, are we going to have public works be beside you so that they learn the system? It's a large process.

Dean states what they went through last year is the same process. They could learn it again if they want to be a part of it. They were already trained. It probably wouldn't hurt to be a part of it.

Amar states we had the training 2 to 3 times. The past two seasons we started up the cooling towers. We've done training, we have training videos. We are bringing the vendor in again. We always advise and invite them to come and attend.

Dean states there is a video of it.

Walter asks about the temporary "Bus Only" sign out front on the light poles. They are still up.

Greg states that was noted on some of the mark ups.

12. COMMUNICATION SUB-COMMITTEE REPORT

Wendy states here is what was discussed at the last meeting of the group. To accommodate Andy's desire to have something in-house for the kids to enjoy, they are targeting Wednesday, May 10th. They are thinking about something during Eagle Hour. They are going to be inviting Wal-Mart Jeff, the radio personality from 95.7, he is a graduate of Enfield. I'm not sure how far they have gotten on that and if he has agreed to it yet. He would entertain the kids for awhile, they hand out ice cream sandwiches, something along those lines. That would be just for the students Wednesday during the day. The plan for Saturday, is an open house that starts at 9:00 a.m. and have tours from 9:00-11:30. At 12:00 we have the actual ceremony with the ribbon cutting from 12:00 to 1:00 and then after the conclusion of the ceremony you go back to the tours from 1:00 to 3:00. She is also communicating with the Governor's office to try to get Governor Malloy to come. That night, a concert from 7:00-9:00 and several entertainers were discussed, one is Liv Gaines or Todd Parsonneau. It looks like we have a deal with another Enfield High School graduate, Cassandra Kobinski. Randy asks if the concert is open to the public? Wendy states there was debate about whether to charge for tickets and then donate it to charity, or just be open to the public? Then, they're going to have food trucks come and park from 12:00 to 3:00, and let the school clubs set up if they want to sell items or food. They know they will have to pay for police. I will keep you updated, we don't have another meeting scheduled. We are looking at Saturday, May 13th.

Donna asks if you could bring back to them that with the ribbon cutting do the rededication of the bricks and anything else that is around.

Randy states the plaques for the trees and the bricks, I don't know if it's going to be part of that or a separate ceremony.

Walter states we have the time capsule, too.

Walter asks how are we doing on the plaque?

Randy states he will get back to everyone this week.

Walter asks what about the Fermi plaque that was the class gift?

Randy states that's not our decision, that's the board of education.

Wendy states I received a third party confirmation that the bond council does say we can use funds for engineering services and road widening. If we can come up with \$500,000.00 we can pursue this. However, we had a lengthy discussion about finances and after listening to your update we cannot do another thing regarding the light unless we incur more expense. We're done with the traffic engineer, we've got the studies done. To take this any further we would incur additional expense. I don't want to incur additional expense until we're sure we will have about \$500,000.00 left. Will there be a point in time in the near future before we disband that you would be able to say yes, we will have \$500,000.00 left over? And, when would that be?

Randy states yes and when we get closer to the end of the project.

Wendy states I am putting traffic signal on hold, I'm not going to bring it up again. Will we still have access to the traffic engineer when we get closer to the end of the project?

Randy states we own the documents.

Dean states absolutely, that's not a problem.

Wendy states I will stop about the traffic light but occasionally I will ask are we at that point yet?

Doug asks who would do the design?

Dean states MMI, they are traffic designs.

Wendy states we would have to put the application in indicating we are willing to pay for it.

Dean states you would have to reapply. Your first step is reapply, then design.

Wendy asks should we put something out there about the gate and the light?

Randy states yes. Give them progress.

13. OLD BUSINESS:

None

14. NEW BUSINESS:

Randy states all the invoices we will be bringing forward have been previously discussed and approved by the budget sub-committee.

Motion made by Ginny Austin to Approve Silver Petrucelli & Associate Application Number 17-325, dated March 1, 2017, in the amount of \$8,450.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Gilbane Building Company Application Number 46, dated February 28, 2017, in the amount of \$623,671.21

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATC Group Services Invoice Number 290354, dated December 12, 2016, in the amount of \$1,750.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Sustainable Engineering Solutions, LLC Invoice 2019, dated March 1, 2017, in the amount of \$13,845.85

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve New England Fitness Distributors Invoice Number IN28493, dated February 28, 2017, in the amount of \$12,540.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve CSG Invoice Number 15, dated March 3, 2017, in the amount of \$4,862.56

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve O'Brien and Sons, Invoice Number 161712-IN, dated November 22, 2016, in the amount of \$23,992.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Total Fitness Equipment, Ticket Number SW-000978-01, dated February 28, 2017, in the amount of \$10,062.56

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Insalco Invoice Number 6511, dated February 2, 2017, in the amount of \$40,307.26

Seconded by Dr. Ginny Austin

Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda ATP0286 – ESTIMATE – Auditorium PA Speakers, in the amount of \$5,665.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0286 – ESTIMATE – Auditorium PA Speakers, in the amount of \$5,665.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0252 – FINAL – Chiller Piping (electrical and fire protection), in the amount of \$8,147.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Modify Agenda Item Jb - ATP0254 – FINAL – Unit AC-6 Installation, in the Corrected amount of \$6,059.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0254 – FINAL – Unit AC-6 Installation, in the amount of \$6,059.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0282 – FINAL – Acoustic Wall Panels in the Choral and Music Rooms, in the amount of \$45,641.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0283 – FINAL – Cracked Wall Tile in the Auditorium, in the amount of \$6,647.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0284 – FINAL – Equipment Insulation, in the amount of \$115,592.00

Seconded by Gina Sullivan

Motion passes by a show of hands

15. EXECUTIVE SESSION

None

16. SCHEDULE NEXT MEETING

Motion made by Greg Strich to Cancel the Regular Meeting Scheduled for March 16, and March 23, 2017

Seconded by Gina Sullivan

Motion passes by a show of hands

NEXT MEETING WILL BE MARCH 30, 2017

17. COMMITTEE COMMENTS

- a. Liaison Comments**

- b. Committee Member Comments**

- c. Good to the Order**
 - i. Any Happy News**

18. ADJOURNMENT

Motion to Adjourn the meeting made by Greg Strich

Seconded by Doug Maxellon

Motion passes by a show of hands

Adjourned: 7:31 pm