

**ENFIELD HIGH SCHOOL BUILDING COMMITTEE
MEETING MINUTES
March 30, 2017**

A meeting of the Enfield High School Building Committee was held at Enfield High School, 1264 Enfield Street, Enfield, Connecticut on March 30, 2017.

1. **CALL TO ORDER** The meeting was called to order at 6:30 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, Jim Nasuta, Tim Neville, Wendy Osada, George Rypysc, Lynn Scull, Greg Strich, Donna Szewczak, Laura Vella

MEMBERS ABSENT

Gina Cekala, Gina Sullivan

ALSO PRESENT

Jim Giuliano, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Joe Muller to Approve the Regular Meeting Minutes dated March 9, 2017

Seconded by Dr. Ginny Austin

Motion passes by a show of hands

Abstained by Jim Nasuta, Lynn Scull

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS REPORT**

Randy reads a report from Dean Petrucelli. They currently have 5 RFI's in the process and zero shop drawings. Based on the meeting last week with the building officials and fire marshal, Silver Petrucelli is following up on a dozen items. Two PR's have been issued, to date. Exit signs in the mechanical rooms and vents in the auditorium lobby have both been approved by the building officials, per the request at the meeting. Greg and I met with the Principal, SRO's and the Enfield Police to discuss the revisions of the traffic circulations, staff parking and student parking. MMI to modify the site signage plans. Andy would like the work completed over the summer. Silver Petrucelli investigated the wire mesh railing panels issue and will be following up with an email. We have scheduled another meeting to discuss the railing situation. Silver Petrucelli is discussing the guard railing issue on the portable stage risers with the building officials. The building official is requiring guard rails on the side of the platform, Silver Petrucelli respectfully disagrees. Silver Petrucelli is coordinating the final as built with Gilbane and will have them transmitted once they are reviewed.

Greg states we are going to modify the drawings so that the drawings are consistent with the way the traffic and parking is being used. The main issue is the student parking was going to be in the back of

the building and the faculty parking in the front. Andy Longey has turned that around to put the students in the front and the staff in the back. His logic is that he wants to be able to watch the student parking lot from his office to see what is going on out there. The concern of the students crossing the buses at dismissal, he said effectively there are no students left in that parking lot when it comes to dismissal time. There may be a handful of cars at the most. All of the students are gone at the end of the previous period. There is no real issue there in terms of the students and the buses. A couple of recommendations from the calming study, are being implemented. We are using a minimalistic approach in terms of only a few minor additions of stop signs and some minor changes in striping to get the traffic to calm down. If we try to anything more aggressive it would have to be addressed by the Town later. There was a comment made by Gary Harrison concerning what he called the Avon mountain issue, people coming down the driveway and being able to drive directly into the front lobby of the building. He is going to request that we do something. If the Town wants to put in planters or whatever, the Town can adjust outside the committee. The column damage by the auditorium was done by a parent during the art show and the Town is pursuing remedy with the parents insurance company.

Randy states with some of the suggestions that the Town wants with regarding the parking and signs, MMI is against their recommendation, and to leave it the way it was designed. I agree with that. My direction was to leave it the way it was designed. Get our CO and then the Town can switch the signs if they want to. There are repercussions on decisions that were made previously that they are not aware of. The only thing we are missing is P&Z CO.

Amar states that Mizzy is waiting on direction. The submittal is on hold. That leaves Mizzy's contract open.

Randy states that is a big sign. Let's hold the big sign that shows the arrows that has to be fabricated, if the P&Z will allow us not to have that and give us a CO, then we can have that made. If we can get Jim Taylor to say they will not hold up the CO based on that sign we get can that sign to be whatever they want.

Amar states finalize and let me know.

Randy states as far as the front, the Town reviewed it, the fire marshal review it, the building inspector reviewed it, P&Z reviewed it and all signed off on it, also traffic reviewed. Now they want to change it. Again, you can do whatever you want once you take over the building. We are designing it and paying for what we are contracted to do. If they want to put planters in, they can do it after we get the CO. They are holding us up on a lot of little things.

Wendy asks about the status of the plaque? They want it for May 13th at the Opening Ceremony.

Randy states we may not have the actual but we can have what it will look like. Something will be here for the Opening Ceremony.

9. PROGRAM MANAGERS REPORT

Jim states he is working with John Wilcox and Ed Arum to review the financials. We're anxious to get everything wrapped up, we need to have a better understanding of where we are. Then, we will have to go through the close out process. We will have to go to the Board of Education to get the project accepted as complete, pay all the bills, and submit the ED049F and wait for the State to audit.

Hopefully, by September we will be able to go to the Board of Education to get accepted as complete. Now all the wants, and we want to change things around, from my perspective what is best for the project is to put it on the Town's side because we have to wrap this up, you have to close it out as quickly as possible to make sure that we can start the clock ticking on the audit process.

Randy states once Gilbane's contract date is done, they can technically charge us \$89,000.00 a month. If we ask them to do one thing, general conditions. It has taken us 9 weeks that a final report was promised by Thursday, 9 weeks later we still didn't have it.

10. PROGRAM CONSULTANT REPORT

George states I met with Jim O'Neil and Andy Longey going over the Enfield items. I told them it would be in our best interest to knock off some simple requests. I am checking on fitting out items that are trickling in. The biggest question I am getting is about the stage extensions. Drama wants to use it. The fire marshal wanted to see how they butted up against the stage. I brought Tony Torre through the last section that he hasn't seen.

Tim asks about John Dague's issue with the collection unit for the saw dust, I know it was left that they were going to get a dumpster that would fit the Town truck. Did that happen?

George states that John asked him if the committee was going to do it? I said that the committee was not going to do it. He said he'd take care of it.

Walter states he forwarded an email to DPW.

George states he is having an issue with dust plugging it the unit.

Tim asks if they spec'd out the wrong machine for the usage? It's not intended to be running all the time. He said they had the guys come out from the company.

Amar states when we were going through the submittal process we went through the engineering of it with the design team. We were instructed to install what is there and the town was going to have its own 5 yard dumpster. We've had the vendor there multiple times. You cannot run it constantly. You have to shut it down and it loosens up all the product. It is the specified unit.

Randy states it is not a done deal. It is still on our plate. Some items we need to address, we cannot walk away from this building with some things the way they are.

11. CMR REPORT

Amar states we are at 823 safe work days. With the decent weather and April break we have a significant amount of punch list as far as site work, lane stenciling, landscaping and miscellaneous items to take care of. We are expecting during the 3rd week of April to receive the acoustical panels for the music rooms. We have some commissioning items we are addressing, as well. We have a commissioning process that is coming up on April break. Final close out as far as change orders and ATP's, I believe this is the last but there may be a few more coming. We have collected all of the close out documentation from the trades. At this point we are financially closing out all the contracts. We have about 45 contracts with all the different contractors. We are hopeful by the end of May we will be closing out all the contracts. It's a lengthy process. State Change Orders, I will probably have number 17 to you sometime next week. We are at about 4 a month.

Jim states the State has reviewed 3 and approved 1. Two are in dispute. They probably won't get reviewed for 4 to 5 years.

Amar states it is a challenge. People move on to other projects and we have to bring them back to be able to remember and keep the documentation and discuss and argue the issues because the initial reaction is it is ineligible and now you go back and research it and argue, three or four years later.

Wendy states the Town has to pay it and we hope it will be reimbursed.

Jim states yes, that's why we have been tracking it very closely.

Amar states as far as high performance requirements, we will be sending that to the team next week, making sure that's closed out.

Randy states just to give you an idea, when Doug and I did the 10 schools cafeterias and auditoriums, after we were done, it took 3 years for it to be closed out.

Amar states there is one or two people who review change orders for the entire State. We are continuing to respond to any issues on the project that comes up. Randy spoke about the building official and fire marshal list. Gilbane has probably 3 items open. We cleaned it up quickly.

Wendy asks will standard skateboarding damage the concrete sidewalks?

Amar states it shouldn't.

Randy states you may see a scratch but it won't physically damage it.

Randy states they are required to provide us O&M manuals at the end of the project of everything that was identified and installed in this building. Not only do that have to draw it, they have to specify it. As you can see there are outlets, switches, everything has numbers to them. Traditionally they give you the drawings and in this case it is 1,500 drawings and 5 volumes of specs. To make copies it is close to \$3,000.00 to make a set. Eventually, it would get lost or misplaced. One of the things that Amar and I talked about early on was how do we identify this electronically? They developed a program and this is the only building in the State of Connecticut that has this program where every piece that was specified, electrical, mechanical, every floor has these tabs.

Amar does a presentation on the electronic version of the O&M manual using blue beam, which is a PDF reader. The maintenance person comes into this program and selects the O&M manual. It gives you all the product information. You can also link to the manufacturers website. It will also show you the warranties. It also notifies maintenance department of the maintenance schedule. Also, there is a list of all the equipment, where it is, who the manufacturer is.

Tim states the Town I.T. department needs to be aware of this.

Greg asks if there is a master maintenance schedule?

Amar states within the O&M.

12. COMMUNICATION SUB-COMMITTEE REPORT

Randy states we presented at the Board of Education and they complimented our communication subcommittee.

Wendy states the opening ceremony is going to be a little shorter than originally planned. It will probably start around 11:30 with some music, dedication at the flag pole. The Governor's color guard is coming. Ceremony will be around 12:30, followed by the ribbon cutting and the plaque reveal. There will be a small reception. Then they will do tours and a concert at 7:00. The date is locked in for May 13th. Randy will be at the podium speaking. The Governor is coming. Scott Kaupin will be the emcee. It will be at the front entrance, weather permitting. In the program they will be selling advertising space. They want to invite every teacher in the Town.

13. OLD BUSINESS:

None

14. NEW BUSINESS:

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

Motion made by Joe Muller to Approve ECS Invoice 279452, dated October 14, 2016, in the amount of \$700.00

Seconded by Greg Strich

Motion passes by a show of hands

Motion made by Joe Muller to Remove from the Agenda - The Review and Approval of ECS Invoice 290354, dated December 12, 2016, in the amount of \$1,700.00

Seconded by Greg Strich

Motion passes by a show of hands

Motion made by Joe Muller to Approve ECS Invoice 291343, dated December 30, 2016, in the amount of \$700.00

Seconded by Greg Strich

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0275 - FINAL – AHJ Requested Hand Railing Extensions, in the amount of \$19,557.00

Seconded by Greg Strich

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0281 – FINAL – Wall Dividers in E146 and C125, in the amount of \$22,952.00

Seconded by Greg Strich

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0286 – FINAL – Auditorium PA Speakers, in the amount of \$9,075.00

Seconded by Greg Strich

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 April 6 and April 13, 2017

Seconded by Joe Muller

Motion passes by a show of hands

NEXT MEETING WILL BE APRIL 20, 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 Joe Muller

Motion passes by a show of hands

Adjourned: 7:45 pm