

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
February 2, 2023

The John F. Kennedy Middle School Building Committee held a meeting on February 2, 2023 at Enfield Town Hall, 820 Enfield Street, Enfield, CT.

1. **CALL TO ORDER** The meeting was called to order at 6:32 pm by Randy Daigle

2. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Scott Kaupin, Katelyn Dunn, Todd Kinnin, Kevin Margolfo, Jeff Okun, Gina Cekala, Chris Cykley, Samantha D'Agostino, Bruce Kellogg, Jon Moulton

MEMBERS ABSENT

Greg Strich, Amy Dennis, Michael Monteforte, Christine DeBonee, Andrew LaPlante, Andrew Berrios, Lori Unghire, Jonathan LeBlanc, Scott Ryder, Jill Lekse, Emily Czarnecki, Amar Shamas, Marcus Brennan, Nate Gengarella

3. **APPROVAL OF MINUTES**

Motion made by Scott Kaupin to Approve the Regular Meeting Minutes of January 5, 2023

Seconded by Jeff Okun

Motion passes by a show of hands

4. **COMMITTEE GUESTS**

None

5. **ARCHITECTS REPORT**

Bruce states we have completed the design on the concession building and Gilbane is pricing it. We have an application for Planning and Zoning that was just signed and we will be dropping that off and asking for a hearing for that. The EV charging stations, Sam and Randy are trying to get a meeting set with the Town to determine if they want to go credit card incur the cost. That impacts the design of the charging stations. That piece will be closed out pretty soon. We have some add services on work. The tags for the SOAR rooms, waiting for Gilbane to price it and then determine when those will be done. In the Innovation rooms, the end user wanted split in two rooms and an office suite they are switching to one larger room and one smaller room. There was a request by Facilities to put a canopy over the delivery entrance outside the kitchen/cafeteria. Here is a sketch so when they deliver they are out of the rain. Last time I talked about the exterior masonry, we hired an envelope consultant. They came out and looked at it and will connect with us next week to give us recommendations. The initial conversation we had with them, they don't believe putting a surface treatment on is the way to go. They think it is more of a limited problem and restoration work would be the more appropriate way to go. We will have more information next week. Sam and I are trying to get Valley Communications to complete their base building technology equipment. There is some other technology equipment that has been requested and it has to go through the Town.

Randy states all the canopies around the school are white and the poles in each of the wings are the color of the wings. We don't want a big structure, we just want to prevent snow and rain from getting on the employees while they are loading/unloading. I wanted to talk to you about it. We can leave it a natural gray or paint it white like the other ones. We have gutters in that area. We are going to be pitching the roof so it goes in the gutters. The fence is staying. We have to go to P&Z, we submitted the application for the concessions and we will have to do an amendment to add this to it. There will also be some type of lighting.

Bruce states we could drop some panels down the side.

Scott states I'd just make it look like a regular canopy as possible.

Randy states on the concession stand once we have the boards, we will show you.

6. CMR REPORT

Jon states we are substantially completed and turned over every wing of the building in every phase. We are down to 3 punch list items. One is a paver that settled too much and we are going to take care of that in the spring. The rest are teacher punch list. We are down to 17 items on that list, such as small touch up paint.

Randy states they are working on the issue with the front digital sign. The bottom digital part of the sign is shutting down. We have the sign company coming out. Also, we have chased all of our water leaks and don't seem to have any. We had some alarms going off in the boilers. The manufacturer has been there.

Jon states It was a flow board that needed to be replaced. This morning boiler 3 popped up with a high temperature read and we have the supplier coming out tomorrow to find out what happened. Butch reset it in the morning and it hasn't popped up again. We're trying to find out why it would intermittingly happen.

7. OWNERS REP REPORT

Samantha states I am working on getting close out packages set. Working on add services with JCJ. Also working with Gilbane and teachers on punchlist items.

8. BUDGET SUBCOMMITTEE REPORT

Randy states the Budget Subcommittee met, reviewed and approved the following invoices:

Motion made by Scott Kaupin to Approve CSG Invoice Number 37, in the amount of \$21,408.86

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve JCJ Architecture four amendments:

10R – Additional Seeding Observation, in the amount of \$11,420.00;

11 – Technology Infrastructure Revisions, in the amount of \$6,580.00;

12 – TAG/SOAR Room Design Services, in the amount of \$18,970.00;

13 – Concession Building Design and Construction Phase Services, in the amount of \$57,925.00

Randy states these are consultants, not just JCJ.

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve JCJ Architecture in the amount of \$70,650.00. Of those amendments we talked about, Amendment 10R we are paying \$2,284.00 of the \$11,420.00. 20%.

Amendment 11 we are paying \$6,580.00. Full amount.

Amendment 12 we are paying \$15,176.00. 80%.

Amendment 13 we are paying \$46,340.00. 80%

Total is \$70,650.00

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Gilbane Application Number 40, in the amount of \$340,115.50

Seconded by Katelyn Dunn

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 228 – Emergency Power for Kitchen Walk-ins, in the amount of \$6,058.00

Seconded by Katelyn Dunn

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 231 – **CREDIT** for Restoration of Gilbane Staging Area, in the amount of \$11,249.12

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve IES Invoice number 17255, in the amount of \$2,101.00 and IES Invoice Number 17354, in the amount of \$2,212.00. Total is \$4,313.00

Seconded by Jeff Okun

Motion passes by a show of hands

9. OLD BUSINESS

None

10. NEW BUSINESS

None

11. COMMUNICATIONS SUBCOMMITTEE REPORT

Randy states the Open House went very well.

12. SCHEDULE NEXT MEETING

Randy states the next scheduled meeting is February 16th and we will have to keep this meeting. Gilbane will be coming back with some cost on the concession stand.

13. COMMITTEE COMMENTS

a. Liaison Comments

Gina states she had some questions from people who did the tour. People who live across the street in the apartments wanted to know why the parking lot lights don't go off?

Randy states it is security. None of the schools parking lights go off.

Gina states she also said an alarm was going off.

Jon states we found out what that was. It was motion sensors. It can be typical when you turn over a building there is sometimes a flag inside the building that is moving when the air comes on at night. We found some places that needed adjustments. We think we found them all because it hasn't happened in a while.

b. Committee Member Comments

Randy states we probably have another 6 to 7 months. Please let me know if you cannot attend a meeting as it is important that we have a quorum. I appreciate you volunteering for this committee and it is appreciated. If you cannot attend, please let me know. I thank you for attending.

c. Good to the Order

d. Any Happy News

14. ADJOURNMENT

Motion to Adjourn by Scott Kaupin

Seconded by Kevin Margolfo

Motion passes by a show of hands

Adjourned: 7:09 PM