

Shepaug Building Committee  
Minutes of Meeting  
June 6, 2017

*1. Call to Order*

In the absence of Gregory Cava, Chairman of the Shepaug Building Committee, Dr. Patricia Cosentino, acting chairperson, called the meeting to order on Tuesday, June 6, 2017 at 6:00 PM.

Present were the following:

Committee: John Kuck, Tim Laughlin, (6:18), Robert Horrigan,  
Alex McNaughton.  
Absent: Gregory Cava

Administration: Robert Giesen, Director of Finance and Operations; Donald O’Leary, Facilities Manager; Kim Gallo, Principal Shepaug Valley School

Others Present: Charles Boos, Kaestle Boos Associates  
Jennifer Mangiagli, Kaestle Boos Associates  
Ken Biega, O & G Industries

*2. Adoption of Minutes:*

**MOTION:** made by Alex McNaughton, seconded by Robert Horrigan, to accept the minutes dated May 22, 2017.

**VOTE:** in favor: Robert Horrigan, Alex McNaughton  
abstained: John Kuck, (absent at the May 22 meeting)

*3. Discuss AgSTEM project:*

Dr. Cosentino began the meeting discussing an action item, traffic flow study that would need to be done prior to the start of new construction. Chuck Boos provided more information stating that a study had not been done and was necessary and required by the State Traffic Office. The study would involve putting vehicle counting strips down on the driveways/parking areas. Also stated that it would be best to have the study done while school is in session. Kim Gallo brought to the committee’s attention that this being the end of the school year and with exams in the upcoming week, the traffic flow will be different compared to a usual school day.

**MOTION:** made by Alex McNaughton, seconded by Rob Horrigan to approve an amount not to exceed \$10,000.00 for a traffic study subject to the approval of Chairman Cava.

Discussion. Chuck Boos stated that the proposal was already at \$14,000 and listed the expenses.

**AMENDMENT:** by Alex McNaughton amending the dollar amount - to fund the study in an amount not to exceed \$15,000.00

**VOTE:** Unanimous (Robert Horrigan, John Kuck, Alex McNaughton)

Ken Biega, O&G Industries, reviewed line by line the document he had handed out, Schematic Design Estimate/Project Cost Summary dated June 6, 2017. Various line items were discussed. John Kuck questioned the Building Fee as having not been waived. Discussion. Ken stated that he would make the adjustment. There were items on page 2 such as #11 Consultants. This had been added due to the fact that consultants would be needed to help with the “unknowns”. Also clarified was line #21 – Utility Cost during construction. The exclusion list and items listed were also reviewed.

Chuck Boos and Jennifer Mangiagli continued the discussion by reviewing the architect notes, document dated June 6, 2017. Focus items were the water source (conversation with Washington Fire Marshall), the Green House visitation by Alex, parking, the addition of phones to new areas and security during construction. Don O’Leary stated that he would check with the Region’s Resource Officer and confer with her as far as security and that he would speak with technology in regards to the phone system. It had been shared that this coming Thursday, June 8, 2017 there would be a meeting involving consultants, Superintendent Susan Green, and Architect Peter Turosi. Also included in this meeting will be a civil engineer that will be accompanying Chuck Boos of Kaestle Boos Associates.

6:57 Alex McNaughton left the meeting.

Tim Laughlin questioned the needs of the two consultants

**MOTION:** made by Tim Laughlin, seconded by Rob Horrigan to approve an expenditure of \$500.00 for initial consulting from an independent consultant to meet with district officials about programmatic needs specific to AgSTEM.

**VOTE:** Unanimous (Rob Horrigan, John Kuck, Tim Laughlin)

4. *Pending Payments:*

Mr. Giesen stated that there are currently no pending payments but there will be by the next scheduled meeting.

5. *Hazardous Review:*

Mr. O'Leary stated that he was expecting the Hazardous Waste Report by the end of the week.

6. *Upcoming Decisions:*

none

7. *Misc.:*

Next meetings – June 20, 2017  
June 26, 2017

There were questions on the number of committee members presently on the committee. Dr. Cosentino stated that she would speak with BOE Chairman, Jim Hirschfield and will mention to him, replacing the seats of BOE members who have left the committee.

John Kuck asked if there was a limit allowed before a project has to go out for bid and if there was a bid policy? If so, if the committee could get a copy? Mr. Giesen stated he would provide a copy to the committee.

8. *Adjournment:*

There being no further business, John Kuck motioned, seconded by Rob Horrigan to adjourn at 7:18 PM. All were in agreement.

*Sh/June 2017*