

Shepaug Building Committee
Minutes of Meeting Minutes
May 8, 2017

1. Call to Order

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Monday, May 8, 2017 at 6:03 PM.

Present were the following:

Committee: Gregory Cava, Chairman, Robert Horrigan, Tim Laughlin, John Kuck, Alex McNaughton.

It was noted that Rebecca Devine had moved out of the district and that the April 24 meeting had been her last committee meeting.

Administration: Patricia Cosentino, Superintendent, 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
Valerie Andersen, BOE

2. Adoption of Minutes: April 24, 2017

MOTION: made by John Kuck, seconded by Alex McNaughton to accept the minutes dated April 24, 2017.

VOTE: in favor: Greg Cava, John Kuck, Alex McNaughton

abstained: Robert Horrigan, Tim Laughlin who were not present at the April 24 meeting.

3. Discuss AgSTEM project

a. Project Status, Configuration, Design Issues:

Kim Gallo updated the committee on the ED409 form which is the equipment list. Mrs. Gallo stated that by doing this, it made it possible to refine what went on the equipment list and what went on the construction

list. Jennifer Mangiagli, Kaestle Boos, briefly spoke on the grants and stated that she wanted to be sure the right equipment was placed on the correct list. Jennifer mentioned that there is still square footage that has not yet been figured out such as Food Science and that is due to being sure to have the proper size for zones needed and equipment. Outside help is being asked not as a consultant but as a volunteer. Concerns for meeting the deadline were discussed. Discussion as to consulting with people in the specific areas such as food service and an arborist with knowledge of tapping trees for syrup be contacted. There was a lengthy discussion on the Sugar Shack the process of tapping the trees and trees available on the property and possibly on the elementary school property.

A copy of the Schematic Design was handed out. Chuck Boos and Jennifer Mangiagli reviewed each area of the design. There was a discussion on the outside design of the new building facade blending in with the old. Jennifer referred to a visual presentation that gave an idea of the appearance of the building in the different areas. Jennifer will send a PDF copy to Debby Bliven.

b. Pending Payment:

Mr. Geisen stated that nothing has changed since the last meeting. A spreadsheet had been handed out showing payments made and payments pending. Mr. Cava asked that a spreadsheet adding more columns with more specifics be made available for the next meeting. (May 22) Mr. Cava also asked that said spread sheet be emailed (not Google Docs) to the committee so that it can be reviewed prior to attending the May 22 meeting.

Mr. McNaughton inquired about the status of the Schematic Design and it was stated that the design was done. There are still a few programmatic issues, those could possibly be gray areas that would carry over on to the next phase but any slight changes will not hold up the floor plan or pricing. The goal is to have the Design Development complete by the end of June

Alex had asked that a spreadsheet timeline be made available. Ken Biega stated that there had been one distributed previously but will send Dr. Cosentino an updated spreadsheet for distribution to the committee.

Discussion on the bill approval process. It was mentioned by Chuck Boos that the Building Committee might want to request to receive bids, and that those bids be sent to the BOE, so that said bids can be recorded in the BOE minutes.

Mr. McNaughton stated he did not have a problem with the \$120,000.00 request but he wanted to go on record “that if there is no decision on Design and Development from the State, he would be hard pressed to spend another \$660,000.00 without knowing where we are going.”

Continued discussion on shovel ready and deadlines.

MOTION: made by Alex McNaughton, seconded by Rob Horrigan to approve to pay the architects \$100,000.00 for the Schematic Design for AgSTEM and \$20,000.00 for the Schematic Design for the science labs.

VOTE: unanimous

c. Hazardous Review:

Mr. O’Leary stated that he contacted Fuss & O’Neill so that they can be scheduled as soon as possible. He has not yet heard back but will contact them again. Mr. O’Leary stated that he had been provided the Demo Documents from Kaestle Boos so as to share with Fuss & O’Neill.

d. Commissioning Agent:

Mr. O’Leary stated that there was not a rebid as of yet. That the document dates need to be updated first and that the bid should be out by the next scheduled committee meeting.

e. Upcoming Decisions:

Future meeting dates were reviewed and it was decided that the May 16 meeting would not be needed and has been canceled.

Ken Biega, mentioned that the cost estimate should be ready for the June 6 meeting. Chuck Boos suggested that the committee vote on approval as there is advancement into each phase. Discussion.

MOTION: made by Alex McNaughton, seconded by John Kuck that the Building Committee authorize the moving into the Design Development Phase.

Discussion. Alex suggested also, that there be a vote before going onto the CD (Construction Document) Phase. Chairman Cava suggested making two separate motions for two separate votes.

Alex McNaughton retracted his motion.

MOTION: made by Alex McNaughton, seconded by John Kuck that the Building Committee approve the advancement from each stage with a vote.

Discussion on the committee having a vote to give permission to the architect before moving on to the next phase.

Greg Cava offered a friendly amendment to the motion, accepted by both Alex McNaughton and John Kuck for the motion to read:

MOTION: made by Alex McNaughton, seconded by John Kuck that the Building Committee approve the advancement to each stage with a vote prior to advancement into each upcoming phase as ready to include: Revised Schematic Design, Design Development, Construction Documents, Bidding and Construction Administration.

VOTE: unanimous

MOTION: made by Alex McNaughton, seconded by John Kuck to authorize the architect to commence Design Development.

VOTE: unanimous

There being no further business, the meeting was adjourned by consent at 8:03 PM.

Upcoming meetings: May 22
June 6
June 20
June 26