

**ENFIELD HIGH SCHOOL BUILDING COMMITTEE  
MEETING MINUTES  
November 17, 2016**

A meeting of the Enfield High School Building Committee was held at Enfield High School, 1264 Enfield Street, Enfield, Connecticut on November 17, 2016.

1. **CALL TO ORDER**           The meeting was called to order at 6:35 pm by Wendy Osada
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

**MEMBERS PRESENT**

Wendy Osada, Gina Cekala, Walter Kruzal, Doug Maxellon, Joe Muller, Jim Nasuta, Tim Neville, George Rypysc, Greg Strich, Gina Sullivan, Donna Szewczak, Laura Vella

**MEMBERS ABSENT**

Randy Daigle, Dr. Ginny Austin, Lynn Scull

**ALSO PRESENT**

Jim Giuliano, Dean Petrucelli, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Joe Muller to Approve the Regular Meeting Minutes dated November 3, 2016

Seconded by Gina Sullivan

Motion passes by a show of hands

Abstained by Doug Maxellon, Gina Sullivan

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS REPORT**

Dean states 7 shop drawings as of today, 3 RFI's outstanding, none are late. We continue to have the owner/architect/CM meeting on Thursdays. Last week we had a meeting with Gilbane, Jim and SES, our commissioning agent. We continue to reduce the list. We also met with Dave Sullivan from MMI to talk about the Riverstreet gate, speed bumps and the traffic study. At the end of the meeting it was concluded that we will not be installing the speed bumps. Mostly because the fire department is fearful that it will put undo strain on their vehicles. Wendy states also the risk to the passengers and driver in the vehicles. Also, any passengers needing care in an ambulance. At the end of the meeting the purpose of the meeting was for Dave Sullivan to produce a proposal to begin to do a traffic study. They have committed to dates and times. Randy gave the verbal to approve to get that going. That will take a few weeks to do their counts and study.

Doug asks what was the cost?

Dean states in the ball park of \$14,500.00.

Wendy states when I sat at the Board of Education meeting and I encouraged the public to go to the first public hearing and Chairman Sirard asked if we were going to do any further studies, I assured him we weren't. That was because it was requested by Planning & Zoning. They wanted another study now that the school is open. We talked about a cross walk. We talked about speeding and blind corners.

Greg asks about rumble strips.

Dean states they are looking at a few options, such as dividers that go down the center lane. When the D wing does open, you will have half the traffic. Although MMI projected traffic we will now have a final count.

Greg asks will the count be adjusted to the new student drivers that occurs through the calendar year?

Dean states they will sit there and manually count at the various intersections. If we can project what future enrollment numbers will be.

Doug asks is there a maximum amount of parking permits the school issues?

Dean states yes.

Wendy states I know a lot of different driveways will open, but that is our immediate short term request. That is the quickest thing we can do to get relief. The way we are requesting the traffic signal right now, you are simply asking the State to put it in. It was implied that if we approached them and said we are willing to pay for it will you approve it? That could be a different answer. The request was on their nickel. We said amongst ourselves we are willing to pay for it if they are willing to do it. We've established that it's not going to be the building committee that puts the next request in to the State, we determined it would be better if Sgt. Meier with the traffic division, once we have the next study and make the request for the traffic signal, it is best to go through him. We have to make the decision if we want to try it again to get them to approve it based on the data or do we want to increase our chances and put the request in by saying we're willing to pay for it, just give us the permission to do it.

George asks if there has been consideration to reconfigure route 5 similar to the entrance at PSA?

Wendy states that will be in the traffic study, lanes, stripping, signage and their recommendation. Can we wait for the traffic study before we offer to pay for it? Would that be our best approach?

Dean states it's moving.

Wendy states we will have to postpone our public hearing. The traffic study will take 3 to 4 weeks. Can we get it back in our hands by December 15<sup>th</sup>?

Dean states he will tell MMI. When is the latest they need it for their packet?

Tim states he remembers the Chairman would like a presentation by MMI.

Wendy states we might be January.

Dean states lastly we had a meeting with Jim O'Neil and his crew. We called a one-year warrant inspection. It was a warranty walk thru. It's so they understand all the systems. It is for us to hear if there is anything that needs our or Gilbane's attention. That will happen one more time as the next wings of the buildings are turned over. This was the first one.

#### **9. PROGRAM MANAGERS REPORT**

Jim states he has been working with John Wilcox in updating the budget and tracking ineligible costs as it relates to your bond capacity. The referendum approved up to \$35 million in bonding. As far as the State Change Orders, I did receive a response from Gilbane in relation to State Change Order number 2. The State deemed \$112,783.00 ineligible. Amar and his team sent a detailed response to the State. We will be awaiting their response to that. Also, began coordination with the Board of Education for their information required to be put into the high performance building standards package that needs to be submitted to the State at the end of the project.

#### **10. PROGRAM CONSULTANT REPORT**

George states we are making an attempt to donate the Indian to the Old Town Hall Historical Society along with the Fermi head, number 2. Fermi head number 1 is among the missing. Last week I gave Tony Torre, former Assistant Superintendent a tour of the building. He was impressed with the building and the students. Two weeks ago when I presented the list of fit out requests we broke it down to ones that I went forward with. Some pricing will be a little steeper because we are not buying in quantity, such as filing cabinets and the computer tables and chairs. I keep getting the request for sound deadening in the lobby. Cafeteria wants to know about the loading dock for their vans.

Dean states Randy told me to not to move on that until we get a firm direction.

George asks about the partitioning of the two Deans offices?

Dean states he told me to sit on that one.

Art will be here on the 1<sup>st</sup> at 10:00.

#### **11. CMR REPORT**

Amar states we are at 747 safe work days, a great accomplishment. The D wing area we are doing final grading and hopefully paving next week. Site lighting and landscaping is going on at the D wing, as well. Metal panels on the exterior is progressing at a nice clip. Hopefully by the end of this month to the middle of next month the building will be totally finished on the exterior. Interior-wise hard ceilings are installed, taped, painted and finished. The wood paneling is on-going. Work on the stage is progressing. Rigging is underway and will be on-going for about 3 weeks. Seats will arrive on December 15<sup>th</sup>. Looking to start flooring the week after Thanksgiving. We are still on target for January, 2016 CO walk through. We don't anticipate any issues. HVAC systems are in place. Maybe by the week of Christmas we may be able to finish the chiller re-piping. We will be into the end of January/beginning of February with some scope items. Everything is going well. No surprises.

Walter asks about the technology/I.T., did that order come in? Apple monitors.

Amar states we're not involved with that, talk to Paul Russell or Carl Merrick.

Tim states we will check.

Walter states he is being asked for a walk through.

Amar states the Superintendent did a walk through last week. I am here anytime.

Wendy asks can the paving crews do the striping?

Amar states whatever is on the contract documents will be installed.

Wendy asks how do we know what's on there? It's coming around those blind corners.

Amar states if there are any special requests about adding an area that is minimal, get it to me as soon as possible. It's no cost while we're here.

Doug states it should be on the site plan.

Dean states he will send Wendy the contract site plans.

Wendy states we need to talk about the construction trucks on the way down the hill. We're on our third occurrence. The bus drivers concern is dump trucks parking and blocking more than half of the road. They have even been at the front entrance.

Amar states I gave them specific instructions not to be there. I will have to shut them down. I will shut them down. We will make it work. I will work with them tomorrow.

## **12. COMMUNICATION SUB-COMMITTEE REPORT**

Gina Sullivan states Enfield High put up a bulletin page and it had our very first newsletter there from 2014. We have come a little further than that.

## **13. OLD BUSINESS:**

None

## **14. NEW BUSINESS:**

Wendy states the Budget Sub-committee reviewed and approved these at our meeting tonight.

Motion made by Joe Muller to Table the Review and Approval of HAKS engineers, P.C., Invoice CT-0283-042, dated October 10, 2016, in the amount of \$7,866.94

Seconded by Greg Strich

Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda ATP 0257 – Estimate – Support for Theatrical Rigging in the Estimated amount of \$8,499.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP 0257 – Estimate – Support for Theatrical Rigging in the Estimated amount of \$8,499.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0228 – Final – Door 211A, 217A, 311A and 317A Modifications, in the amount of \$4,602.00  
Seconded by Gina Sullivan  
Jim Nasuta states he did not approve this at the budget sub-committee meeting.  
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0231 – Final – Buzzer at Main Entrance, in the Amount of \$7,643.25  
Seconded by Gina Sullivan  
Wendy states this was a Principal's request.  
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0244 – Final – Add 220V for Two Copiers, in the amount of \$5,702.00  
Seconded by Gina Sullivan  
Jim states he voted against this, as well at the budget sub-committee meeting.  
Doug states he voted against this, as well.  
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0245 – Final – Temp Sensors at Lower Level, in the amount of \$5,735.35  
Seconded by Gina Sullivan  
Wendy states this was an owner request for freezer sensors.  
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0249 – Final – Stage Auditorium Masking Legs, in the amount of \$6,003.00  
Seconded by Gina Sullivan  
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0253 – Estimate – Exhaust Fan Installation, in the amount of \$14,730.00  
Seconded by Gina Sullivan  
Greg states he objects to the price, not the task.  
Jim states he voted against this at the budget sub-committee meeting.  
Doug states along with I.  
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP 0254 – Estimate – Unit AC-6 Installation, in the amount of \$6,799.00  
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 November 24, 2016

Seconded by Gina Sullivan

Motion passes by a show of hands

**NEXT MEETING WILL BE DECEMBER 1, 2016**

**17. COMMITTEE COMMENTS**

**a. Liaison Comments**

Donna states she would like to thank Dean and Amar for answering the exhaust question in the back of the cafeteria. Could you instruct us where the visitor parking is? Councilman Deni couldn't find it.

Walter states signage isn't up yet.

Donna asks about the Fermi sign, when is it going to go up?

Walter states it was a class gift. Randy was supposed to meet with you on the placque.

Tim states people are asking him about the sign, also.

Wendy states we will look into it.

Tim would like to thank you in regards to the gate.

Tim also states we don't have the money to dedicate someone for the website. We understand the value of it. We will be happy to push it in the budget, but it's a staffing issue.

**b. Committee Member Comments**

Joe asks if they are going to put a gate around the dumpster by automotive?

Amar will look at it.

**c. Good to the Order**

**i. Any Happy News**

**18. ADJOURNMENT**

Motion to Adjourn the meeting made by Joe Muller

Seconded by Jim Nasuta

Motion passes by a show of hands

Adjourned: 7:25 pm