

**JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE**  
**MEETING MINUTES**  
**February 3, 2022**

The John F. Kennedy Middle School Building Committee held a meeting on February 3, 2022 at Enfield Town Hall, Council Chambers, 820 Enfield St., Enfield, CT.

1. **CALL TO ORDER** The meeting was called to order at 6:30 pm by Randy Daigle

2. **ROLL CALL**  
**MEMBERS PRESENT**

Randy Daigle, Andrew Berrios, Marcus Brennan, Gina Cekala, Chris Cykley, Samantha D'Agostino, Christine DeBonee, Amy Dennis, Nate Gengarella, Scott Kaupin, Bruce Kellogg, Todd Kinnin, Jill Lekse, Kevin Margolfo, Michael Monteforte, Jeff Okun, Amar Shamas

**MEMBERS ABSENT**

Greg Strich, Emily Czarnecki, Katelyn Dunn, Jonathan LeBlanc, Andrew LaPlante, Scott Ryder, Lori Unghire

3. **APPROVAL OF MINUTES**

Motion made by Scott Kaupin to Approve the Regular Meeting Minutes of January 6, 2022

Seconded by Jeff Okun

Motion passes by a show of hands

4. **COMMITTEE GUESTS**

None

5. **ARCHITECTS REPORT**

Bruce states JCJ and the design team is performing construction administration duties. In the past few weeks we have been to the site several times to see if we could address some issues that come up and that Andrew Berrios has asked us to look at. We met last week with Construction Solutions Group, our mechanical engineer and our technology consultant to walk through the building and see what those issues were. Summary is it is the wireless access points, the light switches, monitors, cameras, exit signs and cafeteria doors. For the light switches we are putting covers on them. For the wireless access points, those that are in the ceiling are fine. The ones on the walls, the connection points for the cabling, the concern was the students could jump up and yank on them. We are going to get covers put on those. There are 7 monitors in the cafeteria and 2 are installed vertically, we are going to rotate them horizontally to get them up because they are a little low. The others are going to be raised up because the students can bang on them and the concern is they may damage the units. There are security cameras throughout the building. The ceiling mounted cameras are a single directional camera. The ones that are mounted on the walls are typically 270 degree camera and they are mounted fairly low and the concern was they could be damaged so we are going to raise a few of them where we can. The units are vandal resistant according to our technology person who spec'd them. Enfield's security people have looked at those and were very much part of where those cameras go. We are going to have to shift them and make sure they are involved in that piece. Some of the exit signs hang lower than you'd like, it was a low structure to begin with. We walked the building with Ed Shirley (fire marshal) and had a very good conversation with him about can we make some adjustments to the signs and he was very receptive and had some suggestions about there are some exits signs where we don't need them. He said he would be satisfied and we will get that documented. Ed will come back out when we're in the hub and be sure he is satisfied. The last piece was the cafeteria doors which we are taking a look at with Gilbane and Overhead door. They are automatic doors to open and close and that was the original design intent. There has been conversations about instead of making them automatic, can we get rid of the sensors that are in the hallway and make them manual by key. We are going to take a look at that with Overhead door.

Randy states one of the other areas that was touch upon was the custodial staff had a request to change the ship ladder up to roof top. Instead of having a straight vertical ladder, have a ships ladder which is at a 25-35 degree angle. Reason

being is that when they are bringing material or equipment up there, it is easier to climb a stair-type as opposed to a ladder.

Bruce states we looked at that with Ed today and there is no room to put a ships ladder in the space it's in because it would violate code relative to clearances in front of the electrical panels. You need a minimum clear distance by code. We will have to see if there is another opportunity in another location.

Randy states we need to look to see if we can add another one in somewhere.

Gina asks about the height or the angle of the monitors, if the kids are too close they're not going to have a good view. Is that going to be an issue if they're in classrooms?

Bruce states this is in the cafeteria.

## **6. CMR REPORT**

Nate starts the slide presentation. Current site and building logistics photo shown. We have a little work going on in the corridor around the hub. We are turning over the new admin which is the old cafeteria wing on Spring break. We're taking over the former admin space. Photo of Area D shown. We are heavily under construction is Area D (old kitchen), and that space is almost completed. We are fine tuning MEP's above the ceiling, we have carpet on some of the floors in the offices and paint on the walls. We are sealing this area off because we are in finishes mode and are looking toward the next month to put finishing touches on. The remaining area of Area D, the temporary swing spaces have been demolished, we have done underground MEP, trenching has been completed and we are looking to pour slabs in those trenches as early as next week. We have trade contractors hanging the hangers. We are working to hang the ceiling in the hub. The ceiling is complex as it is all triangular ceiling, it's a specialty product so we have a crew working second shift to do the layout which is very extensive and the install as well. The final area we have under construction is Area E, the media center. This was temporary swing space. We tore the whole area down. We are working on the ductwork. The majority of the demo is done. This area gets a whole new facelift with new finishes.

## **7. OWNERS REP REPORT**

Samantha states continue to be on site daily helping Gilbane coordinate with the school, making sure that areas they need to take over are available and making sure the schools needs are being met. We are working on our next payment request to the State, and planning for upcoming move to move out of administration wing and into their new space coming up during April break.

## **8. BUDGET SUBCOMMITTEE REPORT**

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

Motion made by Scott Kaupin to Add \$50,000.00 to CSG Line Item for Additional Moving Services

Sam states it comes out of the contingency, moving it from one line item to another.

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve CSG Invoice Number 25, for the amount of \$49,450.04

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve JCJ Invoice Number 34, in the amount of \$106,193.03

Seconded by Christine DeBonee

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Gilbane Application Number 28, in the amount of \$1,033,632.96

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 153 – Canopies, Downspouts, Gutters, In the amount of \$7,576.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 154 – Area D Removal of Existing Masonry Walls, in the amount of \$82,248.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 155 – Additional AV Devices, in the amount of \$12,199.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 156 – Additional Air Transfer Registers at Gym, in the amount of \$9,158.00  
Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 157 – Classroom Thermostat Covers, in the amount of \$40,661.00  
Seconded by Jeff Okun  
Kevin asks who has access, a key to the covers?  
Nate states they will be accessed by a key.  
Andrew states the janitors will have the keys.  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 158 – Gymnasium Sporting Modifications, in the amount of \$30,953.00 -  
**ESTIMATE**  
Seconded by Todd Kinnin  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 160 – PTO Pavers at Auditorium, in the amount of \$22,118.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve AAIS Invoice 0156-17, in the amount of \$66,661.57 and Invoice Number 0156-18, in the amount of \$19,499.61 for a total amount of \$86,161.18  
Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Innovative Engineering Services, Invoice 16408, in the amount of \$4,600.00 and invoice number 16442, in the amount of \$4,411.00 for a total amount of \$9,011.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Red Thread, Invoice 247899, in the amount of \$2,210.00  
Seconded by Todd Kinnin  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve School Health, Invoice Number 3898775, in the amount of \$262.24  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Insalco, Invoice 9725, in the amount of \$13,998.00

Seconded by Todd Kinnin

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Interscape, Invoice 10320, in the amount of \$1,000.00

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Ratcliffe Security Professionals, Invoice number 19896, in the amount of \$2,258.00 and Invoice 21928, in the amount of \$1,009.00, Invoice 22287, in the amount of \$690.21, for a total of \$3,957.21

Seconded by Kevin Margolfo

Motion passes by a show of hands

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

Randy asks the liaisons for the Board of Education or Town Council, I know you have new members, would you like a presentation? Or, do you feel they are up to speed? If you would like a presentation, please get in touch with me.

**11. COMMUNICATIONS SUBCOMMITTEE REPORT**

Michael states everything is good. We will get the new photos out to the public. It's all positive.

**12. SCHEDULE NEXT MEETING**

Randy states next meeting is scheduled for February 17, 2022. We will keep it on the calendar and cancel if not needed.

**13. COMMITTEE COMMENTS**

- a. Liaison Comments
- b. Committee Member Comments
- c. Good to the Order
  - 1. Any Happy News

**14. ADJOURMENT**

Motion to Adjourn by Scott Kaupin

Seconded by Jeff Okun

Motion passes by a show of hands

Adjourned: 7:11 PM