

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
April 7, 2022

The John F. Kennedy Middle School Building Committee held a meeting on April 7, 2022 at Enfield Town Hall, 820 Enfield Street, 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, Marcus Brennan, Samantha D'Agostino, Christine DeBonee, Amy Dennis, Scott Kaupin, Bruce Kellogg, Todd Kinnin, Andrew LaPlante, Jill Lekse, Kevin Margolfo, Scott Ryder, Amar Shamas, Greg Strich

MEMBERS ABSENT

Andrew Berrios, Gina Cekala, Chris Cykley, Emily Czarnecki, Katelyn Dunn, Nate Gengarella, Jonathan LeBlanc, Michael Monteforte, Jeff Okun, Lori Unghire

3. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Approve the Regular Meeting Minutes of March 3, 2022

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to amend the Special Meeting Minutes of March 31, 2022

In the Motion we did not show the Gilbane value of the ATP which is \$368,628.00 which needs to be added

Seconded by Scott Kaupin

Motion passes by a show of hands

4. **COMMITTEE GUESTS**

None

5. **ARCHITECTS REPORT**

Jill states we are quickly approaching the turnover of the new admin wing, which is also known as the green wing in the school. Tuesday and today I went through the school with Gilbane and performed the punchlist. With spring break next week, Gilbane is going to be very busy. We are on track next week with all items coming in with the exception of the admin sit-to-stand desk, in the interim we are going to have Meyer move their existing desks from their old admin wing to the new wing until their new desks arrive on May 3rd.

6. **CMR REPORT**

Marcus shows a powerpoint presentation of the progress in the school. Site logistics are shown. We are finishing the new admin/guidance area, a photo of the floor plan of that area is shown. This area has been under construction since the beginning of 2022. Photo of main lobby is shown, with the entrance to the Main office, the entrance to the hallway, and the area for the security room (SRO space).

Randy asks if the SRO space windows should be frosted?

Jill states they wanted to be able to see out.

Marcus shows next photo of Area D, the main office admin desks and the doors to the entrance to the conference room. Shown is the Admin work room with mailboxes. Principal office is shown. Down the main hallway is the nurses area, in this space will be beds with curtains. Also shown is the triage area. This area has bathrooms, as well. Guidance area is shown which was the old kitchen. There are several offices. Next photo is the ALP and SED rooms, two big classrooms.

This also has the typical classroom marker boards, tack boards and millwork. Next picture is of Area E (media center), which was formally a swing space. During spring break we turn over area D and take over Area E. Sam has the movers lined up. We received a pencil TCO from the building official and fire marshal for area D. One thing you may have noticed is there are no doors. They have not shown up yet. There are about 35 wood doors, they will be here Monday morning. By the end of April break we should be in good shape.

7. OWNERS REP REPORT

Samantha states staff is planning on packing their things tomorrow for the move into the new admin wing. We have movers here Monday and Tuesday. That includes all their technology pieces. Once we get the new desks we will replace them.

Scott states he was there Thursday and the secretaries were a little nervous but they are plowing through. I want to thank our staff, they are very excited for the move.

8. BUDGET SUBCOMMITTEE REPORT

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

Motion made by Greg Strich to Approve CSG Invoice Number 27, in the amount of \$31,425.42

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve JCJ Architecture Invoice Number 36, in the amount of \$77,338.87

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve Gilbane Application Number 30, in the amount of \$1,485,941.04

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve Apple Invoices

Invoice AH03861578, in the amount of \$552.00

Invoice AH03877213, in the amount of \$690.00

Invoice AH04046517, in the amount of \$4,365.90

Invoice AH04109703, in the amount of \$134.75

Total: \$5,742.65

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve Red Thread Invoice Number 873724, Outstanding Balance, in the amount of \$2,200.00 – Felt Glides

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve GDT, Phone Supplier for 10 new phones, (total phones is 20), in the amount of \$4,020.00.

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 144 – Elevator Card Readers, in the amount of \$37,917.00 - **Estimated**

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP163 – Added Bathroom Signage, in the amount of \$7,101.00

Seconded by Kevin Margolfo
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 164 – Media Center Electrical Portion, in the amount of \$45,356.00
Seconded by Scott Kaupin
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 165 – New Toilet Partitions and Accessories for E102 and E106, in the amount of \$9,485.00
Seconded by Kevin Margolfo
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 166 – Gym Line Striping Changes, in the amount of \$14,894.00
Seconded by Scott Kaupin
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 167 – Added Drywall in D Lobby Rooms, in the amount of \$14,819.00
Seconded by Kevin Margolfo
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 168 – Added Security Fence within Building, in the amount of \$12,721.00 -
Estimated
Seconded by Scott Kaupin
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 169 – Area D Exterior Fence as Gas Meter, in the amount of \$8,520.00
Seconded by Kevin Margolfo
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 171 – D109B Door Opening Layout, in the amount of \$4,151.00
Seconded by Scott Kaupin
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 173 – Repairs to North Parking Lot Light Pole, in the amount of \$13,756.00
Seconded by Kevin Margolfo
Randy states this is an insurance claim through the Town and they will reimburse the project. Public works has been notified and they are in agreement.
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 175 – Modifications to Overhead Sectional Doors, in the amount of \$13,012.00
Seconded by Scott Kaupin
Motion passes by a show of hands

9. OLD BUSINESS

None

10. NEW BUSINESS

None

11. COMMUNICATIONS SUBCOMMITTEE REPORT

Mr. Ryder states he shares with the PTO's. It has been great response.

12. SCHEDULE NEXT MEETING

Greg states next meeting is scheduled for 21st. We may not need that. The next meeting after than is scheduled for May 5th.

13. COMMITTEE COMMENTS

a. **Liaison Comments**

b. **Committee Member Comments**

Amy states she visited JFK last week and the building looks beautiful.

Randy states please know that this team has done an incredible job. They have had a few hurdles and come through them all. The things they do behind the scenes is incredible. We are still under budget. I am proud of the firms we have on board. I am impressed with each and every one of you.

c. **Good to the Order**

1. **Any Happy News**

14. ADJOURMENT

Motion to Adjourn by Greg Strich

Seconded by Scott Kaupin

Motion passes by a show of hands

Adjourned: 7:07 PM