

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

The John F. Kennedy Middle School Building Committee held a meeting, on July 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, Bruce Kellogg, Todd Kinnin, Jill Lekse, Kevin Margolfo, Jeff Okun, Greg Strich, Lori Unghire

**MEMBERS ABSENT**

Andrew Berrios, Gina Cekala, Chris Cykley, Emily Czarnecki, Amy Dennis, Katelyn Dunn, Nate Gengarella, Scott Kaupin, Andrew LaPlante, Jonathan LeBlanc, Michael Monteforte, Scott Ryder, Amar Shamas

3. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Approve the Regular Meeting Minutes of June 2, 2022

Seconded by Jeff Okun

Motion passes by a show of hands

4. **COMMITTEE GUESTS**

None

5. **ARCHITECTS REPORT**

Bruce states the design team continues to support the construction phase of the project by answering question, reviewing requisitions for payment, change orders, and the construction as it progresses. The last piece towards completion is to finish the building off in a timely manner so that school can occupy it for the fall session which includes the last package of furniture coming in and the final building work. We'll do what we call substantial completion punch list, which reviews anything that still needs to be buttoned up. Starting next week we are doing what is called the 11th month substantially completion walkthroughs. This comes with the completion of the building, it comes with an automatic one year warranty on materials and products. Say if a fan motors goes within that year that motor gets replaced at no cost to the owner. What we typically do is about the 11th month, to walk through with the appropriate people to see if there is any other elements that go on that substantial completion warrant list, to be replaced. Beginning next Thursday that starts for the first phase that was opened a year ago.

Jill states we have the 11 month walk through next week and then the first week of August, I will be doing my punch list walkthrough for area E, which is the last phase. We have World Language classrooms in there and then also a little bit of work in the existing Media Center. Furniture is scheduled to come in the week of August 15<sup>th</sup>.

Greg states the plaque that was submitted for review, I have looked it over and I have no additional comments. I think they can proceed with fabrication.

6. **CMR REPORT**

Marcus begins Powerpoint presentation. You can see we the front page is starting to look like the rendering. We have one box light up and in place. The balance of those will be coming before then end of summer. Picture shown of the remainder of the site and building logistics. We took over the balance of the south portion of the site and it is under heavy demo at the moment site work wise, and we'll be working through getting those finishes in place to get the south lawn and the balance of the bus loop in place by the end of the summer. Area E shown, we have had under construction

since April. We took the old swing space which will be future health rooms over when the summer started. That is currently under construction now. A picture of the Coordinator's office is shown. This is the old main admin area. Basically, we have the space finished, with the exception of dropping ceiling pads which we'll be doing over the next week or two. Next picture is of the World Language rooms which is adjacent to that. Same status there. Floor is already in and we have to drop the ceiling pads. There are new doors coming in by December. Next picture is standing right by the Media Center. We have some above ceiling to finish in that quarter, tying in the ductwork to the rooftop unit that was landed about a week ago, then we'll wrap up this area and get it put together. The Media Center is substantially complete with the exception of putting the flooring down. Next photo is of the future innovation lab. It was an old computer lab right off the Media center. It will be a similar purpose when we're done. In the corridor area we are wrapping up the above ceiling work there, tying into the rooftop unit. We will be able to put the ceiling grid in and that get area buttoned up. Moving down that hall into the 1960's area of the building, there's 5 World Language rooms and 4 reading rooms in that wing. They're all in the same state. Ceiling is pretty much done, light fixtures are hung. We are waiting for the sprinkler contractor to come back and drop heads into that grid and then we're going to pull the templates out and get final above ceiling inspection in all those rooms. There are 2 pictures of the hub, all the plywood around gets a finished veneer, wood product that will going on it shortly. All entrances to each wing will have a nice wood veneer finish. A picture of the ceiling shows a good view of the specialty ceiling that we've talked about several times. We're starting to put in the pads in that area, which is quite a process because of the specialty nature of those pads and they're unique shape. Picture of area C shown. This is one of the swing space areas. It was the temporary ALP room. This area turns into 3 health rooms and the hallway abuts the cafeteria to allow the school to have dual flow. The CMU layout is done. Outside picture shows a future circle that will be a drop off area for the ALP students. There is a canopy tucked into the corner of the building. That's a special overhang for the entrance for that program. Next picture is of scaffolding against the building. We're adding 8 foot wide double doors that provide easier access for larger palettes to the building for the maintenance crew. Next photo is of the south lot. We just started demolition of all the asphalt in that lot. There's a drainage run that comes underground. You can see the sandy mix that's been excavated to get that drainage run in. Photo of a view of the sidewalk prep starting to come toward the front of the building or toward that canopy. We're going to wrap that right around to the road, as we get ready for pavement coming in about 6 weeks, we'll be paving the lot. Lots to do in the coming weeks from the site perspective, the building is in good shape.

## **7. OWNERS REP REPORT**

Samantha states the town recently received a reimbursement for about \$10.8 million for the project from the State in June. Now we can submit another payment request into the State to get reimbursed. I continue to be on site every day and getting ready for the big move once school is back in session in August. We are going to start moving the week of August 15<sup>th</sup>, as well.

## **8. BUDGET SUBCOMMITTEE REPORT**

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

Motion made by Greg Strich to Add \$10,000.00 to the CSG Purchase Order for Additional Moving Services. This is coming out of the contingency.

Seconded by Christine DeBonee

Motion passes with a show of hands

Motion made by Greg to Approve CSG Invoice Number 30, in the amount of \$27,843.36

Seconded by Christine DeBonee

Motion passes by a show of hands

Motion made by Greg Strich to Approve JCJ Architecture, Invoice Number 39, in the amount of \$44,135.81

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Greg Strich to Approve Gilbane Building Company, Application Number 33, in the amount of \$1,082,640.33

Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made By Greg Strich to Approve IMTL Invoice Number 4707-U, in the amount of \$1,589.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Greg Strich to Approve AAIS, Invoice Number 0156-20, in the amount of \$130,421.70 and AAIS Invoice Number 0156-21, in the amount of \$20,006.80, for a total amount of \$150,428.50  
Seconded by Christine DeBonee  
Randy states this was a company that we decided not to continue doing our abatement with as we had some issues at the State with this firm. They're at the end of a purchase order. We put the remainder of the project out to bid and another firm won. This is the remainder of their contract.  
Motion passes by a show of hands

Motion made by Greg Strich to Approve TRC Invoice Number 537413, in the amount of \$12,461.75  
Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made by Greg Strich to Approve Rackliffe, Invoice Number 23653, in the amount of \$695.53, Invoice Number 24490, in the amount of \$297.43, For a total amount of \$992.96  
Seconded by Christine DeBonee  
Motion passes by a show of hands

Motion made by Greg Strich to Approve General Data Tech, Invoice Number 90458626, in the amount of \$4,020.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 196 – Parapet Cap at Area E High Roof, in the amount of \$10,105.00  
Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 197 – Added Window Shades at Media Center, in the amount of \$12,834.00  
Seconded by Jeff Okun  
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 198 – LEV Parking Striping and Site Changes, in the amount of \$4,530.00  
Seconded by Kevin Margolfo  
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 200 – Stage Curtains and Track Alterations, in the amount of \$10,287.00 -  
**Estimated**  
Seconded by Jeff Okun  
Motion passes by a show of hands

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

None

**11. COMMUNICATIONS SUBCOMMITTEE REPORT**

Randy states that Michael Monteforte is unable to be here tonight. Marcus will send him the photos. The public loves seeing the photos and being brought up to speed. Once the building is done, we will be doing a public Open House before school starts to allow parents and kids to see it. We are going to have to show them where everything is and how the hub works now. There will be an invitation for everyone. We can do a private one before for the Town Council and Board of Education members.

**12. SCHEDULE NEXT MEETING**

Randy states next meeting is scheduled for July 21st, but most likely will be canceled. August Meeting will be held on August 4, 2022.

**13. COMMITTEE COMMENTS**

**a. Liaison Comments**

Mrs. Unghire is excited to hear all the news and updates. It looks absolutely wonderful.

**b. Committee Member Comments**

Randy states we did a budget re-evaluation and we are several millions under budget.

**c. Good to the Order**

**d. Any Happy News**

**14. ADJOURNMENT**

Motion to Adjourn by Greg Strich

Seconded by Christine DeBonee

Motion passes by a show of hands

Adjourned: 6:58 PM