

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
October 6, 2022

The John F. Kennedy Middle School Building Committee held a meeting on October 6, 2022 at Gilbane Trailer, 155 Raffia Road, 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, Greg Strich, Gina Cekala, Samantha D'Agostino, Amy Dennis, Katelyn Dunn, Nate Gengarella, Todd Kinnin, Jill Lekse, Kevin Margolfo, Jeff Okun

ALSO PRESENT: Robert Cressotti, Mayor

MEMBERS ABSENT

Andrew Berrios, Marcus Brennan, Chris Cykley, Emily Czarnecki, Christine DeBonee, Scott Kaupin, Bruce Kellogg, Andrew LaPlante, Jonathan LeBlanc, Michael Monteforte, Scott Ryder, Amar Shamas, Lori Unghire

3. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Approve the Regular Meeting Minutes of September 1, 2022 with correction – Marcus Brennan was present and Nate Gengarella was absent.

Seconded by Kevin Margolfo

Abstained by Katelyn Dunn

Motion passes by a show of hands

4. **COMMITTEE GUESTS**

Randy welcomes Bob Cressotti, Mayor of Enfield.

5. **ARCHITECTS REPORT**

Jill states we are wrapping up the project and working on the close out documents. Making sure we have all the as built drawings on hand, and the CT high performance building report.

Randy states the steps to close out is very lengthy. It will take months.

Randy states one of the area we are having to relook at is by the sidewalks, the water is standing there.

6. **CMR REPORT**

Nate begins Powerpoint presentation. Grass is starting to grow in the south lot.

Randy states by the sidewalk there is standing water. The team is out there determining if it is the sidewalks or driveway that is too low. It's going to be a big remedy. We are aware of it. It is being corrected.

Nate states we are working on a remediation plan now. Once we have the survey points in hand, we will be better able to determine how to address that.

Kevin states I have noticed by the old library and in front of the parking lot we've had some flooding in the grass.

Randy states that is because the catch basin have silts. It is so the seeds don't go down the drain system.

Nate states we have to do that because the drains dump out to the scantic river. We have to make sure we contain all the sediment on the property.

Nate shows a picture of outside of the main office area. The mulch is in , there are new plantings and the grass is coming in.

Randy states the lettering on the sign is hard to see. There is an ATP to have the lettering that is silver and white changed to black.

Nate shows a picture of the media center. The store front has been painted. Also, we have installed all the interior specialty signs. The product is damage resistant. It is nice material. We are still addressing some site aspects. One is a pavement asphalt walkway that is scheduled to pour next week. This area has been graded and seeded. We are working on installing the perimeter fence. New piers for the school sign are shown. The school sign is in production, it's roughly 2 weeks to get the JFK lightbox sign and 4 weeks for the LED boards for the digital display. Early to mid November, the sign will be installed. In regards to construction, we are packing up. The trailer is being dismantled next week, power is being cut tomorrow to the trailer. We are moving into the school. They have been generous enough to give us a space. We are still here and working. We are addressing punchlist items as they come up. This afternoon we did an 11 month walk through in the gymnasium. We have a small punch list resulting from that meeting.

Greg asks about the electronic instruction/owners manuals with vendor information, what is the status of that? And, is it included in the price?

Randy states that is in the works, and it is extra.

Greg asks if there will be a change order for that?

Randy states it will be a change order request.

Mr. Cressotti asks who has it?

Randy states that both the Town Public Works and the school will have it.

Kevin asks about signs for emergency vehicles?

Randy states we went over everything with the fire department.

Amy asks if there are labels on all of the doors that can be seen from the driveway?

Kevin states in the past when there was an incident and the coaches called for an ambulance, the ambulances didn't know where to enter.

Randy states if they are coming into the school, there is that circular area is designed for emergency vehicles only. They are aware of that. It says that, also.

Amy states everything is clearly labeled. It tells you, busses only for example.

Kevin states when he was in JFK, there was a security issue because someone got on the roof.

Randy state years ago there were storage containers that the kids jumped on. That no longer exists.

Nate states there are limited access points to the roof. They are under lock and key. The building is surveillanced.

Mr. Cressotti asks if the doors are labeled?

Randy states the doors and windows are labeled.

7. OWNERS REP REPORT

Samantha states working on changes that staff has been requesting. I went to the State today and dropped off change order number 8. Nate and I are going to work on 9 and potentially 10. We are getting ready to submit another payment in to the State.

8. BUDGET SUBCOMMITTEE REPORT

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

Motion made by Greg Strich to Approve CSG Purchase Order Amendment for \$8,576.00 for Additional Moving Services

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Greg Strich to Approve CSG Invoice Number 33, in the amount of \$29,931.99

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve JCJ Architecture Invoice Number 42, in the amount of \$22,145.00

Seconded by Katelyn Dunn

Motion passes by a show of hands

Motion made by Greg Strich to Approve Gilbane Application Number 36, in the amount of \$978,551.57

Seconded by Amy Dennis

Motion passes by a show of hands

Motion made by Greg Strich to Approve Independent Material Testing Lab Invoice Number 4707-W, in the amount of \$3,176.50 and Invoice Number 4707-X, in the amount of \$75.00

Seconded by Jeff Okun

Motion passes by a show of hands

Motion made by Greg Strich to Approve TRC Change Order from September 10, 2020, in the amount of \$7,159.00

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve TRC Change Order from March 3, 2022, in the amount of \$32,170.00

Seconded by Amy Dennis

Motion passes by a show of hands

Motion made by Greg Strich to Approve TRC Invoice Number 554455, in the amount of \$10,909.25

Seconded by Katelyn Dunn

Motion passes by a show of hands

Motion made by Greg Strich to Approve IES Invoice Number 17132, in the amount of \$5,955.00

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve Rackliffe Invoice Number 25856, in the amount of \$413.49

Seconded by Amy Dennis

Motion passes by a show of hands

Motion made by Greg Strich to Approve Valley Communications. We need to move \$120,000.00 from Owners Contingency to their account to look at A/V changes

Seconded by Amy Dennis

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 207 – Exterior Parent Pickup/Drop Off Signage, in the amount of \$6,371.00
Seconded by Amy Dennis
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 210 – Safe Room Modifications, in the amount of \$26,934.00 - **Estimate**
Seconded by Amy Dennis
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 218 – North Lot Seed Mix Change, in the amount of \$59,966.00 – **Estimate**
Seconded by Kevin Margolfo
Randy states the town wanted a special kind of seed. The town later said they don't have the type of mowers to mow this seed. The town said they can't maintain this type of grass. This is in the north lot that we turned over last summer. The Town verbally said they'd take it over. Some of the areas that have the long grass we will slice seed.
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 214 – Additional Window Film, in the amount of \$10,013.00 – **Estimate**
Seconded by Jeff Okun
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 215 – Interior Way-Finding Signage, in the amount of \$ 4,124.00 – **Estimate**
Seconded by Katelyn Dunn
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 216 – Cafeteria Egress Doors Modifications, in the amount of \$19,533.00 – **Estimate**
Seconded by Amy Dennis
Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 217 – Changes to Exterior Lightbox Sign Lettering, in the amount of \$17,672.00 - **Estimate**
Seconded by Kevin Margolfo
Motion passes by a show of hands

9. OLD BUSINESS

None

10. NEW BUSINESS

Randy states we are going to have JCJ look into providing a fence around the baseball field. We will make sure it doesn't interfere with any other sports.

11. COMMUNICATIONS SUBCOMMITTEE REPORT

Katelyn states Mike posts all the pictures. We get a lot of likes and shares. People are asking for a public viewing.

Randy states when there is an Open House for parents is one option. I'm not sure if the Town wants to do one. We will start planning the ribbon cutting ceremony, maybe combine that with a walk through.

Amy suggests possibly doing a video.

Mayor Cressotti suggests having Randy come back as a special guest to a Town Council meeting. We can set a date to do a presentation and update on the project. I'm glad to see you're looking into fencing around the field.

Randy states this is a new request.

Gina states it is not a new request it has been talked about for years.

Randy states your previous request was on softball. This is the first request for the baseball field.

Gina states she appreciates you looking into it now.

Amy asks if there is any update on the compressor in the red wing?

Nate states we are continuing to go through the efforts of balancing. We are going to get some of those minor tweaks. We are working through them and we have weekly meetings at this point.

12. SCHEDULE NEXT MEETING

Greg states next meeting is scheduled for October 20th, followed by November 3rd. From here on we will be meeting at Council Chambers in Town Hall.

13. COMMITTEE COMMENTS

a. Liaison Comments

b. Committee Member Comments

Katelyn states parents were super excited to see the new building and the kids were excited to show their parents everything.

c. Good to the Order

d. Any Happy News

14. ADJOURNMENT

Motion to Adjourn by Greg Strich

Seconded by Amy Dennis

Motion passes by a show of hands

Adjourned: 7:35 PM