

TOWN OF NEWINGTON

2022 FEB 22 AM 11:45

ANNA REYNOLDS SCHOOL PROJECT BUILDING COMMITTEE

REGULAR MEETING MINUTES

  
Town Clerk

February 17, 2022, Zoom Event

- I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 5:16 PM.
- II. Roll Call – Members present: Stephen Woods, Chairperson; Michael Camillo (left at 5:30 PM); Kim Radda; Danielle Drzod; Amy Perrotti; Carol Duggan; and Jeremy Whetzel. Others Present: Paul Dominov and Jennifer Mangiagli, Kaestle Boos Associates; Marnie Liska and Jim Giuliano, Construction Solutions Group; Tom DiMauro, Newfield Construction; Maureen Brummett, Ph.D., Superintendent of Schools, Lou Jachimowicz, Chief Finance and Operating Officer, and Jason Smith, Principal; James Krupienski, Town Clerk; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Take Action on Prior Meeting Minutes - Ms. Radda made a motion that the minutes of the February 3, 2022 meeting be accepted as presented. A second to the motion was made by Mr. Camillo. The motion passed by a vote of 7 YES to 0 NO.
- V. Take Action on Invoices – There was one invoice. It was from Newfield Construction for \$8,000. Ms. Liska stated that she had reviewed the invoice and that everything was in order. Mr. Camillo made a motion that the invoice be approved as presented, for the amount of \$8,000. A second to the motion was provided by Ms. Perrotti. There was no further discussion. The motion passed by a vote of 7 YES to 0 NO.
- VI. Architect's Update – presented by Ms. Mangiagli. Kaestle Boos Associates met with the State Office of School Construction Grants and Review on February 9<sup>th</sup>. The State was represented by Bob Celmer, who performed a virtual review of the project, which wrapped up on February 14<sup>th</sup>. Kaestle Boos Associates responded to all of his comments. The last responses will be going out tomorrow. Some things are in the State's court, such as a space waiver and a sole source request for the security and fire alarm systems, so all schools have the same systems. In general, the meeting went well. Nothing concerning was raised by the State. The architect's focus has been on that meeting. The furniture inventory on site is done. They are now going through their analysis. They want it finished before receiving bids. They have also been

working on things to finalize going out to bid. They have been working on temporary work and phasing. The Chair stated that he also sat in on one day of the meeting with the State, and was surprised by the detail that Mr. Celmer went through. Mr. Camillo stated that the Committee was told that the kids were to stay in place originally. Now some kids are going to other schools. Mr. Woods responded that Kindergarten through 4<sup>th</sup> grade stays in place, just the early childhood program will be moving. Mr. Camillo asked if funds for that move were in the Building Committee's budget? Dr. Brummett responded that she had been told by Ms. Liska that the costs for moving are in the project budget and that it had always been the plan to move the Early Childhood Program. Mr. Camillo asked if there was a bigger parking lot at the school out of this project? Mr. Jachimowicz responded that they have been trying to expand the parking lot for four years. Expansion of the parking lot will come out of the Board of Education's Capital Improvement Plan (CIP). Mr. Camillo asked if he had spoken with the Town Engineer? Mr. Jachimowicz replied that he had. Ms. Drzod asked about the Board of Education CIP. Was the parking lot in last year's budget? Mr. Jachimowicz replied that it was. Ms. Drzod asked if it would come out of the \$1.2 million left in the Board's CIP? Mr. Jachimowicz replied that it would.

- VII. Owner's Project Manager Update – Presented by Ms. Liska. She stated that Mr. Smith had a great presentation to staff and to parents. He presented the phasing plan developed by Newfield Construction, with input from staff, the Owner's Project Manager, and the Project Architect. He walked everyone through the phasing plan and asked for their input. They are waiting on that input. The Board of Education had a new electrical transformer installed at Anna Reynolds. It is in the grass area across the driveway from the cafeteria. The contractor trenched to install it. The project is using this electrical service, but we don't know how deep the trench is. We are concerned that drainage for the traffic plan would interfere with it. She is securing a company who will dig two test pits on either side of the conduit. She is requesting Building Committee approval for a not-to-exceed amount of \$1,000 for them to do this on February 22<sup>nd</sup>. There are funds in the budget. Line item B8 is for Existing Conditions Investigation. There is a \$1,500 balance in that category. It was funded originally from the Owner's Contingency and from Other Costs (Line Item C6). Ms. Duggan made a motion that the Committee approve spending a not-to-exceed amount of 1,000 for BSC Group to perform electrical excavation. A second to the motion was made by Ms. Radda. There was no further discussion. The motion passed by a vote of 6 YES to 0 NO. Mr. Whetzel noted that the contingency percentage had dropped. Were they taking money from another line item to pay for things? Ms. Liska responded that the only change was to add the Existing Conditions Investigation line item. Mr. Whetzel followed up by asking if this should happen again down the road? Ms. Liska replied that was correct. For example, there is \$35,000 in the budget for materials testing and inspection. The Committee may find that there is some money it doesn't need to spend on that. The budget is a very fluid document. Ms. Liska later clarified that there were other changes to the budget. Payments were made to Colliers and to JCJ (Jeter Cook and Jepson) Architects. She can send a .pdf file or Excel spreadsheet to Mr. Baron to distribute to Building Committee members that show all the changes.

- VIII. Construction Manager's Update – provided by Mr. DiMauro. Newfield Construction has been working on getting the detailed information into the bid documents. They received permission from Connecticut Human Rights and Opportunities to go out to bid. There are twenty-four (24) bid packages, which is typical for this type of a project. Right now, they are waiting for State Office of School Construction Grants and Review (and Town Council) approval to go out to bid.
- IX. Any Other Business Pertinent to the Committee – The Chair stated that he also met with the Town Council, along with Ms. Liska and Ms. Mangiagli, and would be back before them on the following Tuesday, looking for permission to go out to bid. The Town Council had some questions. The next Regular Meeting of the Committee is scheduled for March 3rd.
- X. Public Participation – None.
- XI. Comments by Members – Ms. Radda thanked those who attended the Town Council meeting. The Council's questions were answered well.
- XII. Adjournment – the meeting adjourned at 5:44 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services