

TOWN OF NEWINGTON

ANNA REYNOLDS SCHOOL PROJECT BUILDING COMMITTEE

2021 APR 19 PM 1:47

REGULAR MEETING MINUTES

April 15, 2021, Zoom Event

  
Town Clerk

- I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 5:15 PM.
- II. Roll Call – Members present: Stephen Woods, Chairperson; Michael Camillo, Chris Miner, Steven Silvia, Cindy Stamm, and Carol Duggan. Others present: Maureen Brummett, Ph.D., Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operating Officer; Heather Shonty, Town Manager’s Office (left at 5:20 PM, rejoined the meeting at 5:42 PM); and Jeff Baron, Director of Administrative Services.
- III. Take Action on Prior Meeting Minutes - Mr. Camillo made a motion that the minutes of the meeting of April 1 be approved as written. A second to the motion was made by Mr. Miner. The motion passed unanimously by a vote 6 YES to 0 NO.
- IV. Public Participation – None.
- V. Architect Status and Activity – Mr. Woods notified the Committee that the Town Council had taken action to appoint Kaestle Boos Associates as the Project Architect. Although they have not signed a contract as of yet, some activity has already started. This is great news, and will help the Committee as it tries to keep to its’ schedule. Mr. Baron will invite Paul Dominov of Kaestle Boos Associates, and whoever he may designate, to future meetings of this committee, and ask them to report regularly to the Committee.
- VI. Executive Session – Owner’s Project Manager Finalists – Mr. Woods stated that three Qualifications Statements for Owner’s Project Management Services had been received, and that the Committee would go into Executive Session to consider them. Mr. Miner then made a motion that the Anna Reynolds School Project Building Committee hereby moves to go into Executive Session, to discuss Owner’s Project Manager proposals, and invites the Committee members, Superintendent of Schools Maureen L. Brummett, Board of Education Chief Finance and Operations Officer Lou Jachimowicz, and Director of Administrative Services Jeff Baron. A second to the motion was made by Mr. Silvia. There was no discussion. The motion passed by a vote of 6 YES to 0 NO. The Committee went into Executive Session at 5:20 PM. The Committee came out of Executive Session at 5:42 PM. It agreed by consensus to consider all three firms that had submitted Qualifications Statements as finalists.
- VII. RFQ/RFP for Construction Manager – Mr. Baron stated that a Request for Qualifications and an Addendum (to respond to questions received) had been issued. The State Department of Administrative Services has a new website and the RFQ/RFP was not posted there.

- VIII. Any Other Business Pertinent to the Committee – Mr. Silvia asked about the calendar and about the Project Architect. Mr. Woods responded that Kaestle Boos Associates had been speaking with staff members at the school. At future meetings the Committee will have an Agenda item for the Architect to report on its activities at the school. He should anticipate meetings on Thursdays, every two weeks. They will be quick initially, then longer or more often as the Committee moves along. The two-summer construction schedule speeds up the end date and the Committee wants to keep that. Dr. Brummett added that Kaestle Boos Associates has been at Anna Reynolds all week, looking at the mechanicals and other existing conditions. They will be meeting with the teachers in focus groups next.
- IX. Public Participation – None.
- X. Comments by Members – None.
- XI. Adjournment – the meeting adjourned at 5:49 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services