

Committee Members

Councilman Gene Nocera, Co-Chair
Councilwoman Jeanette Blackwell Co-Chair
Councilman Philip Pessina Vice-Chair
Kristy Byrd
Sheila Daniels
John Giuliano
Richard Pelletier
John Phillips
Theodore Raczka
Stephen Zarger
Anita Dempsey-White

Committee Staff

Dr. Michael Conner; Superintendent
Marco Gaylord; Director Operations
Elise McDermott; Finance and Budget
Peter Staye; Director Facilities
Erin Thazhampallath; Secretary

Meeting Minutes

*****Special Meeting Online WEBEX*****

Woodrow Wilson Middle School Building Committee

Monday, March 30, 2020

6:00 P.M

Members Present: Councilman Philip J. Pessina
Councilman Gene Nocera
Councilwoman Jeanette Blackwell
Richard Pelletier
Stephen Zarger
Theodore Raczka
Anita Dempsey-White
John Giuliano
John Phillips

Members Absent: Kristy Byrd (Had difficulty entering online forum)
Sheila Daniels (Had difficulty entering online forum/entered at 6:20pm)

Staff Present: Elise McDermott; Finance and Budget
Erin Thazhampallath; Secretary

Others Present: Hristo Miljovski, Project Engineer, O&G Industries
Joe Vetro; Project Manager, O&G Industries
Randall Luther; TSKP
Mary-Lynn Radych; TSKP

- 1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:00pm.**

2. Councilman Gene Nocera calls for a Motion to Approve the Meeting Minutes of February 24, 2020. Motion by Philip Pessina and seconded by Richard Pelletier to approve the minutes of the special meeting of February 24, 2020. John Philips abstains because he was not in attendance for the February Meeting. Sheila Daniels has submitted revisions to the Draft Agenda which have been approved and will be edited. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White. Motion passed unanimously.

3. Construction Updates

3.1 Workflow Status: In Progress

A. O&G Status Update: Joe Vetro; Project Manager, O&G Industries presents to the Committee the Monthly Project Report. He points to the Summary Data: The Physical Progress Percentage Complete is at 9% for the Middle School Construction and the Sitework and Landscaping is at 20% complete. The contingency and funds available have stayed roughly the same with only a \$4,000 decrease of funds available taken off the contingency amount. There are 7 items for approval on page 14 of the Project Report. The following 6 Items come from the Owners Contingency:

- **PCO #27:** Concrete Footing Changes Area B&C = \$15,742.00
 - This is where O&G had to lower the footings to allow for conduits and other pieces of equipment to be installed and yet still keep the slab elevation where it needed to be.
- **PCO #29:** Grease Line Insulation = \$7,331.00
 - This is where the grease line is coming outside the building and runs shallow at the loading dock so to allow for that they are insulating the pipe itself and putting in a layer of insulation directly below the concrete slab area.
- **PCO #30:** Footing Drain Changes – Sitework = \$22,950.00
 - There are a few things going on here. There are the footing drain changes itself which add footing drains around the building and then the engineer decided to replace the structural fill with crushed stone. What was discovered during excavation was a significant amount of underground water and the concern came up in the auditorium and music area, in particular, which are the lower parts of the site. The engineer was concerned about the ground water so that's why they added in these footing drains and additional stone under the slab.
- **PCO # 31:** Clay Pipe Repair on Hunting Hill = \$498.00
 - When they dug down to put in a new catch basin they discovered an existing clay pipe. The Town Sanitarian was not sure what this was for

because it dated back beyond the drawings in the area so they decided to have O&G extend the pipe over to itself.

- **PCO # 32:** Existing Electrical Vault and Duct Bank Removal = \$13,280.00
 - There were two existing vaults and duct banks between those vaults that were discovered. Those needed to be removed and replaced with structural build.
- **PCO # 33:** Unsuitable Soil Under Footings @ Southeast Corner = \$19, 261.00
 - When the southeast corner was being dug out the Soils Engineer discovered a large amount of unsuitable soil that footing could not be put on top of. Under his direction 320 cubic yards of material had to be dug out and they had to replace that structural fill.

The Following Items for Approval comes from the CM Contingency:

- **PCO #28:** Grease Waste Pipe = \$3,328.00
 - This is where O&G didn't buy out the pipe going from the building itself.

Councilman Gene Nocera clarifies that the Items for Approval are for Phase Two of the project. Nocera asks if there are any questions for Joe Vetro. Nocera points out that these items were presented to the subcommittee and thoroughly vetted and approved through that process. **Motion by Philip Pessina and seconded by John Phillips to Approve the Items for Phase 2 Items 27-33. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White, John Phillips. Motion passed unanimously.**

4. Financial Report:

4.1: Elise McDermott; Finance and Budget, presents the Financial Update Report. McDermott states that the reimbursements from the State are pretty much caught up to what have been invoiced and paid out thus far. The one obstacle found by the State was in the last reimbursement request #6. Invoices by TSKP show a paid to date total and then additionally lists services that have been approved to their contract. When the reimbursement goes to the State those additional services are included in that reimbursement request but those services need to be totaled into the TSKP bill. Even though they are not part of the contract they are still a part of the additional services approved. In the future we will need to incorporate those additional items in the paid to date total. McDermott also asks if there is an update on the electrical meter because she does not want to miss the bill coming through. McDermott will reach out to Peter Staye to get an update on that electrical meter. McDermott has reached out to Peter Staye in regard to O&G Invoice #8 and he wrote back that he is in agreement with that invoice. McDermott

discusses the Change Order from O&G from the February meeting, this is a zero effect but has not been processed yet from the City.

Jeanette Blackwell clarifies that Elise McDermott will make sure TSKP amends their invoice to make sure the reimbursements from the state include those additional items.

4.2 Invoice Approval

- A. Motion by Gene Nocera and seconded by Philip Pessina to approve O&G Invoice #8 in the amount of \$1,746,572.08. Joe Vetro lists the groups of sub-contractors under the invoice to be paid. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White, John Phillips. Motion passed unanimously.**
- B. Motion by Gene Nocera and seconded by John Phillips to approve the Eversource Trailer Utility Bill in the amount of \$1,099.43. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White, John Phillips. Motion passed unanimously. Motion approved unanimously.**
- C. Motion by Jeanette Blackwell and seconded by John Phillips to approve the WWBC Secretary Timecard in the amount of \$475. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White, John Phillips. Motion passed unanimously.**
- D. Motion by Gene Nocera and seconded by Jeanette Blackwell to approve TSKP Invoice #22 in the amount of \$43,096.32. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White, John Phillips. Motion passed unanimously.**

Gene Nocera states that the invoices have been properly voted on. Nocera states that it is his understanding from The City Attorney that the final signature for these invoices comes from the Mayor as long as the minutes reflect that the invoices have been voted on. Else McDermott will not be in the office until the following week and she will take the original invoices and put them through the system. McDermott asks if these need to be signed by TSKP. Gene Nocera states that no signatures are necessary as long as these items are voted on in the meeting by all parties involved. McDermott should be able to send along the invoices and will use a copy of what was sent to her. She can also send the invoices directly to the Mayor for signature. Elise asks if these need to be sent along to Dr. Conner and Nocera states that he does not believe that that is needed. McDermott states that she may need an email for those in the Finance Office at City Hall to show that those physical signatures are not needed. McDermott states

that at this point she does not see that there will be a hold up on getting these invoices paid next week.

3.1 B TSKP Update: Mary-Lynn Radych; TSKP states that an ongoing item in process for TSKP is the underground power and getting that resolved with the various utilities. That has made a lot of progress over this past month. They are very close to passing design documents with all the parties involved in terms of utilities and gathering agreements on the direction. The other item is the additional smoke detection. TSKP now has design documents from CES that will be going to O&G in the next day or so and they will be able to proceed with the pricing for that. That will then go to the committee for their review. Mary-Lynn Radych will send those documents to Joe Vetro at O&G.

TSKP had a request from the Fire Marshall to look at providing areas of refuge in the new building. The Fire Marshall agreed that technically this is not required by code because the building is fully sprinklered. But he has asked them to look into it. TSKP has had a variety of responses from the subcommittee and Radych turns the discussion to Gene Nocera to discuss how the subcommittee would like to proceed. Gene Nocera states that this will be discussed at the next subcommittee meeting, the requirements to do that and if it is necessary and will it enhance the safety of the school. The cost involved will need to be looked at and how it will improve the fire detection system. Philip Pessina states that he is in agreement with Gene Nocera's course of action in making an informed decision. John Phillips states it is important to note that any cost associated with creating a place of refuge is unlikely to be reimbursable by the State BOE. Mary-Lynn Radych states that this will be discussed at the next subcommittee meeting to gather a more considered response to present to the full committee.

5. Discussion

Philip Pessina opens up the discussion on the current WWMS Cafeteria: Pessina states that the architect was authorized to look into this item and this will get voted on in the City Council meeting. There is some discussion that it will need a public hearing but they are finding out if that is the case. There is no further update on this item. John Phillips asks if they are still looking at saving the existing cafeteria. Nocera states that no they are not. There will be no changes to the current TSKP design. Mary-Lynn Radych states that it is her understanding that they are not expanding the building from the way it is in the original design for that building. Anything that is done in terms of providing anything extra would happen after the completion of this project as a future development. As a spin off there were investigations by Milone and Macbroom into the field in the center of the site and the committee may be reviewing that. Nocera states that Milone and Macbroom are looking at possible changes to the field structure. John Phillips

clarifies that any work by Milone and Macbroom would not be billed to the building project and Pessina reinforces that this will be a City Project as part of the City Parks Bond.

John Phillips asks for the next meeting can the O&G construction manager give an update of progress knowing that there was no big winter shut down, he would like to know the projection of completion.

Jeanette Blackwell asks if there has been communication on the impact of COVID-19 to the project. Gene Nocera states that no one knows right now as these are ever changing times but at this point we are still full speed ahead.

Sheila Daniels enters the meeting at 6:20pm and apologizes that she had trouble logging into the meeting through Webex.

- 6. Motion by Gene Nocera and seconded by Jeanette Blackwell to Adjourn the meeting at 6:42pm. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Anita Dempsey-White, John Phillips. Motion passed unanimously.**

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary