

**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\*\*\***

**Woodrow Wilson Middle School Building Committee**

**Monday, February 24, 2020**

**5:30 P.M**

**BOE Building, 311 Hunting Hill Avenue, Conference Room A**

**BUILDING IS WHEELCHAIR ACCESSIBLE**

Special Note: If you require a special accommodation for our meeting, please contact Laura Riunte, ADA Coordinator at (\*60)638-4540, (\*60) 638-4541 Voice and (\*60)638-4812 (TDD/TTY).

**Members Present:** Councilman Philip J. Pessina  
Councilman Gene Nocera  
Councilwoman Jeanette Blackwell  
Kristy Byrd  
Sheila Daniels  
Richard Pelletier  
Theodore Raczka  
Anita Dempsey-White  
John Giuliano

**Members Absent:** John Phillips  
Stephen Zarger

**Staff Present:** Marco Gaylord; Director Operations  
Elise McDermott; Finance and Budget  
Peter Staye; Director Facilities  
Erin Thazhampallath; Secretary

**Others Present:** Mark Jeffko, Project Exec, O&G Industries

Hristo Miljovski, Project Engineer, O&G Industries  
Joe Vetro; Project Manager, O&G Industries  
Randall Luther; TSKP  
Mary-Lynn Radych; TSKP  
Daniel Penny, Middletown Resident

1. **Councilman Gene Nocera, Co-Chair calls the meeting to order at 5:31pm.**
2. No public comments
3. **Councilman Gene Nocera calls for a Motion to Approve the Meeting Minutes of January 27, 2020. Motion by Philip Pessina and seconded by Jeanette Blackwell to approve the minutes of the meeting of January 27, 2020. Motion passed unanimously.**

#### **4. Construction Updates**

##### **4.1 Workflow Status: In Progress**

**A. O&G Status Update:** Joe Vetro; Project Manager, O&G Industries presents to the Committee a Project Report and directs the committee to the third page with the Summary Date Sheet. This data sheet shows the original completion dates and projected current completion dates, the physical progress percentage completed based on the school site work & landscaping, and the construction budget. The contingency funds available are \$2,037,837.00 and the total funds available are \$2,189,355.00. The total is the contingency and allowances added together. Councilman Gene Nocera asks Joe Vetro if he is concerned about the contingency amount based on his experience with big projects such as this. Vetro states that we should be fine. The amount goes fast but this is not a renovation and being that it is a new building he does not believe we will experience anything dramatic. Nocera states that hopefully we progress on this path. Mark Jeffko; Project Exec, O&G Industries states that we are looking at the construction contingency carried in the O&G GMP and we are not looking at the Owners Contingency (Total Contingency) which will be a different amount. Elise McDermott; Finance and Budget will be presenting the Total Contingency in the Financial Report Update. Moving forward both line items will be presented on the Summary Date Sheet.

Vetro presents project costs and schedule issues which tend to be ASI and RFI and the Project Commentary and Items for Approval. Sheila Daniels asks Vetro if they are where they want to be in the construction process. Vetro states that they are running 30 days behind but they will make that time up. Right now in the construction process there are only a few trades out on site. In a few weeks when there are more trades on site there will be the opportunity to make up time.

Vetro presents the items for approval that have already been presented and approved by the Change Order Subcommittee.

**PCO #20: Electrical Allowances Adjustment Total -\$13,271.00**

Returning an unused portion of the electrical allowances from Phase One.

**PCO #21: HVAC Allowances Adjustment Total = -\$2,443.00**

Returning unused allowances.

**PCO #22: Additional Electrical Bond Cost Total= \$2,163.00**

The Electrician has a contract which includes the bond. Any Change Order work that was added to his contract does not include the bond so it is normal to pay at the end when his contract closes. This is only additional bond for his CO work.

**PCO #23 CE-036, RFI-15 Waterproofing @ Orchestra Pit Total = \$18,782.00**

TSKP has looked at the pit and decided that it needs to be waterproofed.

**PCO #24 CE-042, Temporary Classroom Allowance Total = \$0.00**

This was included in the General Trade Contract and this is the allowance for the Temp Classroom Trailer. They are trying to close this contract and O&G will now take the cost and continue the monthly payments.

**PCO #25 Temporary Road Closure Signage Total = \$0.00**

This goes against the O&G contingency. When the road was closed the safety department recognized it as a safety issue that needed a design for where the signage legally needed to be. This cost is to pay Milone and Macbroom to do the design and provide us with where the signage needs to go.

**PCO #26 CE-037, RFI-39 Additional Waterproofing Total = \$10,370.00**

This is waterproofing over the stadium stairs. TSKP decided this needed waterproofing. Sheila Daniels asks why this scope of work was not known in the planning process. Mary-Lynn Radych; TSKP explains that the ground water level at the orchestra pit necessitates this. After reevaluating the footing drainage TSKP identified an additional section that needed waterproofing but the intention was always for it to be waterproofed. Vetro explains that there is a lot of ground water here and there are already three pumps to maintain that water.

**Jeanette Blackwell calls for a motion to accept these Change Orders for a Total of \$15,601.00. Motion by Gene Nocera and seconded by Richard Pelletier. Motion approved unanimously.**

Vetro explains that the foundations are up in areas C and B and they are finishing up area B which will be done by this Wednesday. The foundation walls are being dug now for Area A (the auditorium). They work C, B, A. They start in area C because that is where the mechanical rooms are and it's a smaller area. The hardest part is the Auditorium so they start in the easier part first to get up and moving along. Steel is starting in two weeks in section C. Right now they are doing the under slab work in area C and laying down poly and setting floor drains. It's all in progress and being done in steps. Area C is slab prep work and Area B is under slab and Area A is foundation. They will continue to flow that way. The idea is to keep as many trades on site as possible.

## **5. Financial Report:**

**5.1:** Elise McDermott; Finance and Budget, presents the Financial Update Report. McDermott shows that the remaining balance in the fund is just a little over \$7Million. The contingency that O&G has is purely for the construction of the school but that does not reflect how much money is left in the fund for other things that may come up. If you take into consideration the proposed expenditures that we have currently, that would bring the remaining balance down to \$6.6Million. There are proposed expenditures such as: bonding costs, Eversource utility bills, utility pole relocation, tank removal. When you take into consideration all the proposed expenditures it reflects a slightly different number than would be shown in the system. It's good to be aware that there are things coming up that will impact the balance. McDermott states that after reviewing O&G Application #7 with Peter Staye, everything is good and in line with each other. The budget is balanced to the penny and the O&G invoice looks great and ready for approval. McDermott ask O&G about a previous conversation about a temporary new service meter and Joe Vetro states that it is not installed yet. McDermott asks for an estimate so she can add that to the report for next month. McDermott asks Co-Chair Gene Nocera if there is an update to the cost savings letter from the Mayor to Eversource. Peter Staye gives an update on Eversource. Eversource originally proposed that if the City agreed to change the existing boilers in the current structure to natural gas within 5 years than the \$81,000/84,000 pole line relocation fee would be waived. When we got confirmation of the Mayor signing that contract Eversource changed the deal to 2 years to connect with \$54,000 saved. Staye mentioned to them that that may be a problem and didn't feel good about the sudden change in the agreement. Now Eversource has provided a draft agreement with the 5 Year period of time connection agreement or a \$54,800 Fee with the provision that they reserve the right to look at the consumption over those 5 years at the middle school and if consumption is not adequate

then they can change the amount that needs to be paid back. Eversource is to provide the City Attorney a formal agreement letter rather than a draft which they stated would be provided by next week. Gene Nocera thanks Peter Staye for the time he has spent on the negotiations with Eversource and it looks like this is moving to a satisfactory conclusion.

**TSKP Financial Update:** Mary-Lynn Radych; TSKP presents to the committee two fee proposals from CES. The first one is for the additional work for the increase in the smoke detection scope requested by the Fire Marshall and the other one has to do with Eversource underground routing work. The smoke detection design work fee is \$5,500 (including the TSKP markup fee). The Eversource underground routing design work fee is \$7,700 (including the TSKP markup fee). **Jeanette Blackwell makes a motion for the approval of the two updates provides by TSKP regarding the Smoke Detection and Eversource routing in the amount of \$13,200.** Sheila Daniels questions where this is included on the Agenda and that in the future this should be more clearly noted. Radych also notes that TSKP will not be charging additional services for these two items. **Motion by Gene Nocera and seconded by Richard Pelletier. Motion is approved unanimously.**

## 5.2 Invoice Approval

- A. **Motion by Gene Nocera and seconded by Jeanette Blackwell to approve O&G Invoice #7. Motion approved unanimously.**
- B. **Motion by Gene Nocera and seconded by Jeanette Blackwell to approve TSKP Invoice #21 in the amount of \$36,238.50. Motion approved unanimously.**
- C. **Motion by Gene Nocera and seconded by Jeanette Blackwell to approve the Eversource Trailer Utility Bill in the amount of \$1,161.11. Motion approved unanimously.**
- D. **Motion by Jeanette Blackwell and seconded by Richard Pelletier to approve the WWBC Secretary Timecard in the amount of \$450. Motion approved unanimously.**

## 6. Discussion

**6.1** Discussion on the current WWMS Cafeteria: Philip Pessina states that there was a meeting with TSKP and Landmark concerning the building design and we will stay with the original design proposed by TSKP. If there is any expansion, it would be researched in the rear of the building. Any work on that portion of the city project will not start until the school project is complete. There was another meeting with Milone and Macbroom to look at possible changes in the small field that is on the architect drawing and Pessina states that originally Macbroom had done a study and it was always a recommendation to put a field behind the new existing Jr High School (using the parks bond). Part of that was because the

committee wanted the Jr. High field to be up to the standards with irrigation, sod, score board, lighting, fence, drainage. The field is being looked at in reference to the standards and if it doesn't meet those standards then it can be an additional field for the rec league and will be an additional field that the youth of the city can utilize. The JR. High will also have this field for their use. The committee will be updated if any movement is made. This is not part of the school project. Sheila Daniels asks if that has changed because she thought that initially it would be a practice field because the new school is being built on the current practice field. Pessina states that because of the size of the field it does not meet the standard of the Jr High School field but it still can be used. Daniels wants to know if the plan has changed since the initial conversation and Pessina states that they want the field to meet the standards that are across the street at Pat Kidney Field. Gene Nocera states that once Pat Kidney was designed they were short a Lacrosse and Soccer Field. It was always the intention to design a field to make up for that lose. Nocera states that fields have to be developed properly from the beginning. Sheila asks for confirmation that the field will be used as a practice field since the new school is being built on what was a practice field, she notes that it is important to make sure that the field's designated top priority use is as a practice field. Pessina states that this field will be for the Jr. High but if possible it can be a multiuse field.

**7. Motion by Gene Nocera and seconded by Philip Pessina to Adjourn the meeting at 6:17pm. Motion passed unanimously.**

Respectfully Submitted,

Erin Thazhampallath  
Recording Secretary