

**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**

**\*\*\*Online WEBEX\*\*\***

**Woodrow Wilson Building Committee**

**Monday, June 28, 2021**

**6:00 P.M**

**Members Present:** Councilman Gene Nocera  
Councilwoman Jeanette Blackwell  
Councilman Philip J. Pessina  
John Giuliano  
Sheila Daniels  
Richard Pelletier  
John Phillips  
Theodore Raczka

**Members Absent:** Stephen Zarger  
Anita Dempsey-White  
Kristy Byrd

**Staff Present:** Peter Staye; Director Facilities  
Elise McDermott; Finance  
Erin Thazhampallath; Secretary

**Others Present:** Joe Vetro; Project Manager, O&G Industries  
Hristo Miljovski, Project Engineer, O&G Industries  
Randall Luther; TSKP

**1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:01pm.**

**2. Approval of the Minutes:**

**2.1:** Councilman Gene Nocera calls for a **Motion** to Approve the Meeting Minutes of May 24, 2021. Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip J. Pessina. John Phillips abstains from the vote. Motion passed.

**3. Public Comments:** No Public Comment**4. Construction Updates and Action Items:****4.1 Workflow Status: In Progress**

**A. Middletown school update on school materials and equipment move:** Peter Staye presents to the committee an update. There were some issues with the supply chain of moving containers with IRN due to pandemic complications. We had to bring in the moving company, Martin Moving, to move items back into the gym (the additional expense of this will be covered by IRN). The gym floor was inspected to ensure these items did not damage the floor in the soon to be rec center and upon inspection this work was done properly. In this process there were more teacher materials than were expected and this incurred an additional labor expense in the amount of \$4,653.75. and \$1,357.50 of additional rented equipment to move that stuff around. This is with Martin Moving with a total additional expense of \$6,011.25.

We are now waiting for the second round of shipping containers to come on July 20/21. We were told that the boat for those supplies, once filled, is scheduled to leave on July 23rd. The back up plan would be to hire a hauling company to bring dumpsters to ship away the items to a recycling center. That would not be ideal since we would like to donate these items as intended in the original plan. Councilwoman Blackwell asks about the process of securing a hauling company and Staye states that he would look to IRN for this work. The committee and O&G commends Peter Staye in his work on dealing with these obstacles while also moving this along extremely efficiently.

**Motion** by Richard Pelletier and seconded by Councilwoman Jeanette Blackwell to approve a Budget Transfer and Change Order to Martin Moving Company for a total of **\$6,011.25**. Motion passed unanimously.

**B. O&G Status Update:** Joe Vetro; Project Manager presents the monthly summary sheet. The new building is roughly 90% complete at this time. The total funds available have decreased by \$164,767.00. The construction contingency right now is \$1,189,687.00.

Councilman Gene Nocera states to the committee that all the Items for Approval have been brought before the subcommittee and properly vetted.

- Items for approval against CM Contingency:

<b>PCO #160 RFI-553, Added Catch Basin &amp; Grading Changes</b>	<b>For a total of \$8,383.00</b>
<b>PCO #161 Infill @ Stair 4 Guardrail</b>	<b>For a total of \$1,545.00</b>
<b>PCO #162 Foundation Test Pits</b>	<b>For a total of \$1,106.00</b>
<b>PCO #163 RFI-621, Elevator Pit &amp; Shaft Light</b>	<b>For a total of \$2,353.00</b>
<b>PCO #164 New Catch Basin, North Parking Area</b>	<b>For a total of \$2,008.00</b>
<b>PCO #165 Unsuitable Soil, North Parking Area</b>	<b>For a total of \$17,675.00</b>
<b>PCO #166 RFI-613-Sheetrock @ North Soffit, Corr. H305</b>	<b>For a total of \$379.00</b>
<b>PCO #167 RFI-375, Window Shade Brackets</b>	<b>For a total of \$1,876.00</b>
<b>PCO #168 Break Metal @ Main Entry &amp; Aux. Gym</b>	<b>For a total of \$2,328.00</b>
<b>PCO #169 RFI-602, Stage Soffit Insulation</b>	<b>For a total of \$2,328.00</b>
<b>PCO #170 ASI-70, Media Center Desk</b>	<b>For a total of \$21,919.00</b>
<b>PCO #171 RFI-552, Shaft-Wall @ Elevator Control Panel</b>	<b>For a total of \$2,098.00</b>
<b>PCO #172 RFI-554, Glass Banner Support Steel</b>	<b>For a total of \$77,000.00</b>
<b>PCO #173 Solar Inverter Data Line</b>	<b>For a total of \$750.00</b>
<b>PCO #174 Backcharge @ Exterior Window</b>	<b>For a total of \$2,147.00</b>
<b>PCO #175 RFI-643, Gas Piping @ Community Center</b>	<b>For a total of \$3,834.00</b>
<b>PCO #176 Backcharge @ Display Case</b>	<b>For a credit total of \$3,672.00</b>
<b>PCO #177 Auditorium Sprinkler Piping Layout</b>	<b>For a total of \$7,355.00</b>
<b>PCO #178 ASI-80, Guard Rail @ CW 22</b>	<b>For a total of \$1,582.00</b>
<b>PCO #179 RFI-599 - Flagpole Light</b>	<b>For a total of \$4,477.00</b>
<b>(O&amp;G has worked with the trades to bring this cost down to a total of \$2,977)</b>	
<b>PCO #180 ASI-63, Rubber Roof Parapets</b>	<b>For a credit total of \$8,678.00</b>

**Motion** by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to approve O&G PCO #160 - PCO #180 against the CM contingency. Motion passed unanimously.

### **C. TSKP Status Update:**

**Items for Approval:** Randall Luther; TSKP presents to the committee an update. TSKP is working hard to ensure they are staying ahead of O&G as to keep the opening on track. Everything they see they are very pleased with and are excited as they continue to show the building to staff. The FF&E furniture consisted of 14 packages awarded and all but one have confirmed they will have the furniture in the time needed. The one package that may not be in

time is the library media furniture. They were, however, optimistic to have the items on site by late August. Then those items would need to be assembled. The next item for discussion is the IT/AV Package. There were 5 separate IT packages awarded and issued. Purchase orders have been issued to all but one. There weren't purchase orders available on the state contract for classroom technology so TSKP had to go out to bid. They only received one bidder and it was over budget. The overall budget for IT/AV was \$1,409,644.73 and with this last bid number we would need an additional \$25,886.07. To issue the last remaining PO TKSP is asking for a budget transfer and change order of \$27,500.00 to the IT/AV package.

**Motion** by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to approve a Change Order and Budget Transfer for the IT/AV package PO for SHI for a total of **\$27,500.00**. Motion passed unanimously.

## 5. Financial Report:

**5.1 Financial Update:** Elise McDermott; Financial report and update. This past month was very busy creating Purchase Orders and Donna Imme at City Hall working closely with the committee to help create these Purchase Orders. McDermott states she was appreciative of the collaboration to get those Purchase Orders moved forward.

**5.2 Budget Transfers:** Motion by Richard Pelletier and seconded by Councilman Gene Nocera to approve a Line Item transfer into the Committee Salaries line in the amount of **\$5000.00**. Motion passed unanimously.

### **5.3 Invoice Approval: Motions read for approval by Councilwoman Jeanette Blackwell**

- A. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve O&G Invoice #23 in the amount of **\$3,086,961.07**. Motion passed unanimously.
- B. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Eversource New Meter Utility Bill 05/27/2021 in the amount of **\$1,095.18**. Motion passed unanimously.
- C. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Eversource Meter 370 Hunting Hill 05/28/2021 in the amount of **\$1,265.83**. Motion passed unanimously.
- D. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Eversource Natural Gas 06/04/2021 in the amount of **\$6,643.41**. Motion passed unanimously.

- E. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve the Committee Secretary Timecard May 2021 - June 2021 in the amount of **\$250.00**. Motion passed unanimously.
- F. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve the Committee Finance/Budget Timecard May 2021 - June 2021 in the amount of **21 Hours**. Motion passed unanimously.
- G. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve TSKP Invoice #37 in the amount of **\$85,606.80**. Motion passed unanimously.
- H. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Atlantic Computing Invoices (7381-7384) in the amount of **\$120,040.90**. Motion passed unanimously.

**6. Discussion:** Presented by Councilman Philip Pessina

**6.1: Innovation Lab Update:** Joe Vetro, O&G states that the ceiling grid is currently being constructed and the mechanical and electrical items are going into that grid this week. They are in very good shape with that area. Councilman Pessina asks if that will be complete in line with the rest of the building and Vetro states that it will. Councilman Gene Nocera states that we will need to get an update on the status of the equipment for that Lab and we would need to put the status of that on the next month's Agenda.

**6.2: Community Recreation Facility Update:** Councilman Nocera states that they are meeting weekly and focusing on the roof, lighting and ceilings, as well as some demo and then they will work to find grant money for some additional items including solar and thermal. Nocera will keep the committee updated. Sheila Daniels asks for an update on the status of the cafeteria wall. The construction of that wall will be late August/early September. Daniels asks for confirmation that nothing will be undone in any areas of the new school in the process of redoing the rec center. Nocera states that they will be working closely with O&G to ensure things are lined up as to not undo any work. Daniels asks about the outside of the building and if any work will be done there to make it look more tied into the current new building. Nocera states that there are limited funds but they would hope for that. He would like to add that this site will also become a warming center as well for the community so there may be some assistance for that work, including a generator.

**6.3: Start of School September 9, 2021:** Grand Opening is scheduled for November 19th at 10:30AM. The BOE will take the lead on this grand opening.

Richard Pelletier asks for an update on the color scheme conversation discussed in the May meeting. Councilman Gene Nocera states that he reached out to the Superintendent to see if he had heard any concerns from staff or administration on the colors in the new building. The Superintendent had not heard any concerns or complaints including the classroom colors. Nocera reached out to those on the committee that expressed concerns to let them know this feedback. Sheila Daniels adds that she was concerned that the colors were distracting and wanted to make sure this was not a negative impact on students. Daniels also asks where the school colors were incorporated. Pelletier states that his concern would be on the cost to the project if this change would be considered. He would hope for a solution that did not require such a costly change. Randall Luther; TSKP states that the school colors are incorporated throughout the building in the community spaces such as the auditorium, gym, main office areas, music areas, and locker rooms.

- 7. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to adjourn the meeting at 7:04pm. Motion passed unanimously.

Respectfully Submitted,

Erin Thazhampallath  
Recording Secretary