

Shepaug Building Committee
Minutes of Meeting
September 20, 2017

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on September 20, 2017 at 6:08 PM.

Present were the following:

Committee: Gregory Cava, Chairman, Valerie Andersen, Robert Horrigan, Alex McNaughton, Julie Stuart (left at 7:17)

Absent: John Kuck, Tim Laughlin

Administration: Patricia Cosentino Superintendent, Teresa DeBrito, Director of Curriculum, Donald O'Leary, Facilities Manager,

Others Present: Charles Boos and Jennifer Mangiagli, Kaestle Boos Associates
Mark Jeffko and Lorel Purcell, O & G Industries,
Richard Couch, Martinez Couch & Associates, LLC,

2. *Adoption of Minutes:*

Minutes of September 11, 2017 deferred to the next regular meeting for approval.

3. *Discuss Agri-Science Project:*

4.

a. Project Status, Review of Drawings, Present Configuration:

It was reported that the BOE had given the Bldg Comm. permission for the expenditure of \$13,000 for the Septic Project, and with the approved \$5000 for data collection, the process to order the counters for the Traffic Study has been started.

b. Consultant Review of Progress to Date and Next Steps:

A meeting with T2 would be taking place tomorrow, September 21. A meeting with T2 and the Building Committee has been scheduled for Oct. 2.

c. Architects Report:

Mr. Boos stated that by meeting with T2, it will be necessary for his firm to know the program elements that will be needed in the different room locations.

d. Approvals required for Septic Study \$13,000.00:

A timeline for the Septic Study was discussed regarding any time sensitive work. Mr. Cava reported to the committee that the BOE had approved spending up to \$13, 000 for septic. Mr. Couch explained what would be required for percolation and deep hole testing. Mr. O’Leary reminded those present that Call Before You Dig would need to be contacted since the 30 days from the prior inspection will have run out. Questions were raised on the bidding process. Via a phone conversation with Mr. Giesen, Mr. Giesen stated the Region’s policy for bidding, time involved, and clarification of professional service contracts

MOTION: made by Rob Horrigan and seconded by Valerie Anderesen to engage with Martinez Couch Assc., LLC for the tasks of coordinating the meeting with Call Before You Dig, soil investigation and review, \$13,000.00

VOTE: unanimous (5-0-0) motion passed

e. Pending Payment Contractual Costs:

MOTION: made by Valerie Andersen, seconded by Rob Horrigan to approve payment of the invoice submitted by Nutmeg Soil dated June 26, 2017, which had been approved by the BOE June 28, 2017 in the amount of \$850.00.

VOTE: unanimous (5-0-0) motion passed

Noted: Data has already been sent to the necessary parties

f. Survey discussion – past proposals, present proposals

Information regarding all proposals had been reviewed by the committee. In regards to the past proposal dated Feb. 8, 2016 in the amount of \$5425, it was acknowledged this had been paid. The proposal dated June 22, 2017 in the amount of \$5800 is yet to be paid. Mr. O'Leary explained the work covered in the past proposals and in the new. Mr. Couch clarified the different types of surveys and what information is still needed.

MOTION: made by Alex McNaughton seconded by Valerie Andersen to approve payment of the August 12, 2017 invoice of T. Michael Alex for surveying services for \$5800.

VOTE: unanimous (4-0-0) motion passed

Discussion on the new proposal to include the necessary items to move forward.

MOTION: made by Valerie Andersen seconded by Alex McNaughton to approve \$14,950 for scope of work as outlined in a proposal dated August 22, 2017 from Martinez Couch Assc. LLC

FRIENDLY AMMENDMENT: made by Greg Cava and accepted by Valerie Andersen to ask the BOE to give the Building Committee permission to enter into agreement with Martinez Couch, Assc. LLC., for surveying services described in their proposal dated August 22, 2017 for a total amount, not to exceed \$14,950.00.

Discussion and purpose on the proposed survey.

VOTE: unanimous (4-0-0) motion passed

g. Commissioning Agent interviews:

Mr. O'Leary reported that he, Mr. Cava, and Mr. Kuck had decided on 4 names that they would like to interview and then make a recommendation. The 4 would be contacted, committee members would be contacted with the date and time of such interviews, and if available members would be invited to attend the interviews.

h. Upcoming Decisions:

Dates of upcoming scheduled meetings were discussed. If a quorum could be met and T2 was available, the October 2 meeting would be rescheduled to October 4. It was also suggested to add an additional meeting to the month of October, Tuesday, October 17 at 6 p.m. Dr. Cosentino stated that once dates could be confirmed, she would revise the schedule and email every one of the update

i. Misc:

The question of Geothermo / Solar Energy was asked.

Chairman Cava noted that he was in the process of composing a letter to be sent to the three selectman.

There being no further business, the meeting was adjourned by consent at 8:44 p.m.