

Shepaug Building Committee  
Minutes of Meeting  
March 26, 2018

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Monday, March 26, 2018 at 5:05 PM.

Present were the following:

Committee: Gregory Cava, Chairman, Tony Bedini, Jay Hubelbank,  
John Kuck, Alex McNaughton  
Absent: Valerie Andersen, Robert Horrigan

Administration: Teresa DeBrito, Director of Curriculum, Kim Gallo, Shepaug  
Principal, Donald O'Leary, Facilities Manager, Karen Fildes,  
Director of Technology and Communication

Others Present: Charles Boos, Jennifer Mangiagli, Kaestle Boos Associates  
Mark Jeffko, O & G Industries

2. *Adoption of Minutes: March 12, 2018*

**MOTION:** made by Jay Hubelbank, seconded by John Kuck to adopt the  
March 12, 2018 minutes.

**VOTE:** unanimous

Motion passes (5-0)

3. *Discuss Agri-Science Project*

A. *Project Status:*

Chairman Cava reported on the approval by Washington Inland/Wetlands Commission, Zoning Board of Approval, Planning Commission and that he has a report that the proposed project is not inconsistent with their conservation and development, which is good. The Zoning Commission will be the last commission to go before for the special permit and site plan approval. That meeting will be happening this evening. The public hearing is believed to be scheduled for April 23.

Alex McNaughton congratulated Chairman Cava for steering the committee through all the town meetings and added words of appreciation.

Mr. Cava reported on the meeting with DAS (Department of Administrative Services), Hartford. Future meetings and steps with DAS had been discussed. Mr. Cava clarified concerns regarding square footage that had been raised, stating that DAS does not have an issue with footage changes. The Equipment Grant had also been discussed as had modifications to the air units.

B. *Pending Payments: None*

Building Permit fees were discussed. Mr. O'Leary stated that the Building Inspector will be requiring one third down once he has been given the documents to review. Mr. O'Leary and Jennifer Mangiagli added information to the discussion regarding the plans.

**MOTION:** made by Jay Hubelbank, seconded by Tony Bedini to authorize expenditure up to \$100,000.00 as payment for Building Permit fees to the Town of Washington.

Discussion.

**VOTE:** unanimous

Motion passes (5-0-0)

C. *Approval of Amendment #4, KBA Contract:*

Discussion. Mr. Cava clarified the purpose of the amendment, the contract extension and identified changes. It had been decided to strike out number ten in the amendment.

**MOTION:** made by Jay Hubelbank, seconded by Alex McNaughton to approve Amendment #4, minus number 10.

**VOTE:** unanimous

Motion passes (5-0-0)

D. *Summer Use of SVS Building and Grounds:*

Mr. O'Leary reported on the use of the Shepaug School building during the summer. It was stated that the summer rec program and summer school would not have access to the building. Also stated, was that the tennis courts would not be available and that the building and grounds would also, not be available for public use. Mark Jeffko, O&G, commented that they would be posting the area due to

construction work being done. Access to the building by staff had been included in the discussion.

#### 4. *Architectural, KBA*

##### A. Report

Jennifer reported that the Building Official and Fire Marshall have both requested full size sets of the Phase II documents. The committee agreed to have Jennifer send prints out to a printer, fees are reimbursable. Jennifer spoke on the proposal document from Secure Our City Inc. dated March 26, 2018. In this proposal were assessments and suggestions from the site visit to Shepaug Valley School. Mr. Boos stated that a presentation to the committee should be ready for April 9. Discussion on the proposal and areas of concern. Question had been raised as to if the proposal should be brought to the Facility Committee?

**MOTION:** made by Alex McNaughton, seconded by John Kuck to authorize expenditure up to \$5000.00 for a Security and Low Voltage estimate with Scope of Work that was presented, to be revised and revision approved by the chairman.

Discussion

**VOTE:** unanimous

Motion passes (5-0-0)

##### B. Consultant Overview: Cut Sheets for Equipment Grant Purchases

Kim Gallo stated she had just received the sheets during the day from Libby (T2). That she has a copy as well as the business manager and that she had requested to have additional copies made. Mrs. Gallo stated that a PDF copy could be sent.

##### C. Drawings Review

Jennifer spoke on the plans and that there had not been any changes made. It was asked if the board copy, which was in view, could be duplicated for the three town halls and a set to be on display at Shepaug. Mr. Boos offered to supply, the committee with the 4 sets. Karen Fildes stated that after this evenings Board meeting, there would also be a link on the Region website to the plans.

#### 5. *Construction Manager, O&G*

##### A. Report:

Mark Jeffko reported that they are in the process of doing the DDS estimate, (Phase II) and should be done by the end of the week. Currently O&G is awaiting the State approval of Phase I so that it can be put out to bid. O&G will be taking care of the bidding process. Locations of bidding advertising were discussed.

Discussion regarding meeting with Eversource and rerouting of primaries followed.

#### *6. Upcoming Decisions:*

Mr. O'Leary brought to the attention of the committee that the driveway lighting poles will fall just short to the end of the driveway. There was discussion as to possibilities on how to resolve the issue. Discussion also followed as to whether this issue should go before the Facility Committee. Replacement of poles, funding, variance, and reimbursement were also questioned.

Mr. O'Leary explained the air quality document that had been included in the committee packet.

#### *7. Misc:*

*Check List* – The check list had been reviewed. The breakout of expenses with an additional column to Lorel's spreadsheet being carried over. Also being carried over is information on abatement. Mr. Cava spoke on the need to know monies spent to date and numbers for the current operating budget.

Jennifer had asked the question of who will be signing the Eligible Cost List for the State. It was stated that Dr. Cosentino will be at the Board meeting following the Building Committee meeting and would be available to sign the document.

Mr. Cava added that he is in receipt of the Inlands/Wetlands Permit, will have it scanned, and it will be included in the next meeting packet.

#### *8. Adjournment:*

There being no further business, the meeting was adjourned by consent at 6:17 PM.