Shepaug Building Committee
Special Meeting Minutes
Shepaug Agriscience & Science Lab
October 4, 2021

Call to Order

Mr. Gregory Cava, Chairman, of the Shepaug Building Committee, called the E-Meeting to order on Monday, October 4, 2021 at 10:02 am.

Present were the following:

Committee: Valerie Andersen, Tony Bedini, Gregory Cava, Jay Hubelbank, John Kuck, Alex McNaughton.

Administration: Megan Bennett, Superintendent; Nicole Grant, Director of Finance, Don O'Leary, Facility Director and Donald Schels, SVS Principal.

Others Present: Jennifer Mangiagli and Brennan White, O&G
Tim Chan and mark Jeffko, O&G

Approval of Minutes:

MOTION: made by Jay Hubelbank, seconded Tony Bedini, to adopt the minutes of August 14, 2021

VOTE: Unanimous (Motion Passes 6-0)

Chairman's Report:

Chairman Cava referenced the spreadsheet and email from Tim Chan sent this morning. It was noted that the frozen water pipe issue had been added. John Kuck had stated he was on the campus and noticed the under flashing at Bldg. F had not been completed. Tim Chan thought it had been completed and there was a walk through with Don and Steve. Tim will check with Steve. Don O'Leary confirmed that he had not walked the campus with Scope.

Facility Manager Report:

Don O'Leary spoke on the water pipe issue. He had spoken with Tim, who will be making a proposal for work needed. Discussion as to location of the pipes.

Critical Path:

Only one item was mentioned and that had been the frozen water pipes.

Construction Manager's Report:

Tim Chan referred to the spreadsheet and briefly reviewed the items and dates listed. The replacement panels are on site. Work on the finishing room ventilation is expected to begin

this Friday. This is a Professional Development Day for staff which means no students will be in the building as work is being done.

It was reported that very little of the contingency money has been used by O&G.

Architectural Report:

Brennan White spoke on the upper soccer field. It appeared that the grass was growing in nicely but once mowed, dead spots were seen. Chairman Cava stated he had asked the landscaper about the spots and it was said to be a disease. Brennan noted he was not part of that conversation and had not been made aware of the issue. Tim added to the conversation saying he had spoken to Steve and this is called Summer Patch and would need $900 of fertilizer. It was suggested to use Poly On. DonO'Leary added that unless more seed was put down, there would be no growth. Reseeding would need to be done in the spring. Superintendent Bennett stated that the field is usable but is being limited.

It was noted that slip seeding and replacement plants still needs to be done. Tim Chan stated that the plants are out of warranty. Mark Jeffko stated he will follow up.

MOTION: made by Valerie Andersen, seconded by Tony Bedini, to accept the landscaping with the understanding slip seeding would be done as well as the replacement of the dead plants.

VOTE: Unanimous (Motion Passes 6-0)

Change Orders: None submitted

Pending Payments, Contractual Cost:

AIA Document #29 had been discussed. The retainage summary had been reviewed.

MOTION: made by Alex McNaughton, seconded by Tony Bedini, to approve AIA Document #29 dated July 27, 2021, in the amount of $504,494.36 with the understanding that the retainage to Scope is not released.

VOTE: Unanimous (Motion Passes 6-0)

MOTION: made by Jay Hubelbank, seconded by Valerie Andersen, to approve Day Pitney Invoice #34138135 dated September 7, 2021 in the amount of $1,836.00.

VOTE: Unanimous (Motion Passes 6-0)

Other Matters:

Upcoming Decisions:

Discussion on a date for the next meeting. It was decided the next meeting of the Building Committee will be October 18, Zoom, at 10AM. This will be a Special Meeting to reflect on the agenda – approval of today's minutes, Change Order# PR#36, Pipe Protection in Area F, Approval of Scope and to set the final meeting date.

Potential final meeting, November 22 at 10 am.

Checklist:

The list had been reviewed. Panels at Bldg. F remain on the list. As to the water sample results, .Don will send to Sue Haverly who will send to the committee.

Executive Session:

MOTION: made by Jay Hubelbank, seconded by Tony Bedini to enter into Executive Session at 11:02 am for discussion of legal advice and services concerning strategy and negotiations with respect to pending claim(s) regarding Agriscience and Science Lab construction projects and consideration of action to enforce or implement legal relief or a legal right regarding Agriscience and Science Lab construction projects, inviting Superintendent Bennett, Nicole Grant, Don O'Leary and Principal Schels.

VOTE: Unanimous, motion passes 6-0.

11:25 am - return to regular session.

No action had been taken

Adjournment:

There being no further business, the meeting was adjourned by consent at 11:25 am

SH/October 2021