

Shepaug Building Committee
Special Meeting Minutes
Shepaug Agriscience & Science Lab
April 8, 2022

A discussion took place on the frozen pipe issue and measures to be taken to get Performance Plumbing in to do the work. Superintendent Bennett stated that to stay within cost savings, this will remain with the Building Committee so as to seek State reimbursement for some of the cost. Tim Chan spoke on the verification with Performance Plumbing.

Call to Order

Mr. Gregory Cava, Chairman, of the Shepaug Building Committee, called the E-Meeting to order on Monday, April 8, 2022 at 10:46 am.

Present were the following:

Committee: Gregory Cava, Jay Hubelbank, Alex McNaughton.
John Kuck, present via phone. Valerie Andersen and Tony Bedini, were absent.

Administration: Megan Bennett, Superintendent; Nicole Grant, Director of Finance, Don O'Leary, Facility Director

Others Present: Tim Chan O&G
Joseph Abdella, Board of Education

It was in agreement to move up Item 4, Approval of Change Order(s), on the agenda to ensure a quorum for addressing approval of change orders.

PCO P2-243 had been reviewed by Tim Chan. Back up documents had been explained including the additional insulation, as well as increased itemized expenses. Tim explained that the original quote had been made in 2021 and prices have increased since. The presented PCO also includes an O&G site supervisor. It was questioned as to whether O&G needs to be on site if Performance also has a Project Manager? Insulation work and areas had been explained.

MOTION: made by Alex McNaughton, seconded by Greg Cava, to approve **PCO P2-243**, dated March 31, 2021 in the amount \$39,636.00 for labor and materials to install additional plumbing freeze precaution measures per KBA Request #36.

After discussion and input by Don O'Leary, Alex McNaughton withdrew his motion as did Greg Cava on his second.

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton, to approve **PCO P2-243**, dated March 31, 2022, with the deduction of the O&G Supervisor for \$4,640.00.

Discussion. Line Item 00002 on the PCO was questioned as to the need of this service. O&G Superintendent, 40hrs at \$116/hr. totaling \$4,640.00.

VOTE: Unanimous. Motion passes 4-0.

MOTION: made by Greg Cava to restore \$4,640.00 to PCO P2-243.

No seconded to the motion, no action taken.

Tim Chan stated that the new amount is \$35,091.00 and will send Chairman Cava a revised version of PCO P2-243 for his signature.

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton, to approve **AIA Application NO. 30**, dated February 17, 2022, in the amount of \$273,803.26.

Retainage release pages were reviewed. Another document for approve will be submitted which will reflect the \$4,460.00 decrease from PCO P2-243. As to the overall building budget, Nicole Grant stated that the project is still under budget by appx. \$450,000.00.

VOTE: Unanimous. Motion passes 4-0.

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton, to approve **PCO P2-242R**, dated December 20, 2021, which is to move the Contingency Draw balance amount of \$234,997.41, from the Agriscience CM Contingency funds to the Owner Contingency.

VOTE: Unanimous. Motion passes 4-0.

Approval of Minutes:

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton, to adopt the minutes of, January 10, 2022 with the amendments proposed by Chairman Cava in a draft document.

VOTE: Unanimous (Motion Passes 4-0)

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton, to approve Day Pitney Invoices for January 7, 2022, February 4, 2022, March 8, 2022 and April 7, 2022 in the total amount of \$4472.50.

VOTE: Unanimous. (Motion Passes 4-0)

11:10 am John Kuck exited the meeting. Quorum no longer met.

Adjournment:

There being no further business, the meeting was adjourned by consent at 11.10 am

May 20, 2022 is the proposed date for the Ribbon Cutting Ceremony. This will also be the day which elementary students from Washington Primary, Booth Free and Burnham Schools will be invited to see the agriscience campus. Later in the evening an event for the public is being held. This will include a complete tour of the building. May 19 is planned as an Ag Open House for Shepaug students and staff during the day.

One last meeting is yet to be scheduled.

SH/April 2022