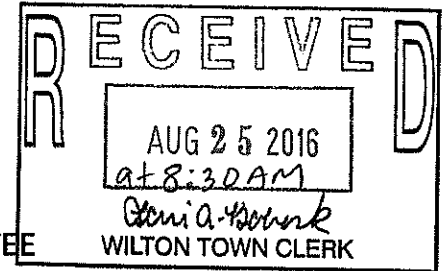


Telephone (203) 563-0100
Fax (203) 563-0299



TOWN HALL
238 Danbury Road
Wilton, CT 06897

**MINUTES OF THE AUGUST 18, 2016
MILLER-DRISCOLL BUILDING COMMITTEE**



DRAFT

Building Committee members present: Steve DiNapoli, Dick Dubow, Keith Fordsman, Gretchen Jeanes, John Kalamarides, John Murphy, Jim Newton, Mandi Schmauch, Patti Temple

Committee Advisors present: Chris Burney (Director of Facilities and Energy Management), Kathy Coon (Miller-Driscoll principal)

Absent: Glenn Hemmerle, Ray Tobiassen, Rick Tomasetti

Guests: Mike Douyard (Turner Construction), Jesse Saylor (TSKP)

Public: Barbara Clancy, Richard Huot (interim Financial Director, Wilton Public Schools). Jeanette Ross (Wilton Bulletin)

The meeting was called to order by John Kalamarides (in the absence of Assistant Chair Glenn Hemmerle) at 5:00pm.

John Kalamarides thanked Michael Douyard and Chris Burney for leading committee members on a tour of the site last month.

Approval of minutes

A motion to approve the minutes of the July 7, 2016 Miller-Driscoll Building Committee meeting was made by Gretchen Jeanes, seconded by Keith Fordsman and passed.

Financial update (The full financial report was not available for this meeting.)

- Budget \$50,022,000
- Committed costs to date \$39, 203,199

Contingency remaining is \$2,776,354. If all of it were spent the estimated total cost would be \$41,979,553 excluding any state reimbursement.

Presentation and review of monthly invoices – Steve Dinapoli

A motion to approve the billings for this period (\$5,306,734.57) was made by Steve DiNapoli, seconded by Jim Newton and passed.

Project Update

General – Chris Burney

At the last BOS meeting Chris presented three time sensitive MD project contracts for approval since the August 11 MDBC was cancelled due to lack of a quorum. The BOS approved and they have been signed by First Selectman Lynne Vanderslice:

- Frontier Communications, approx. \$26,000, to move a telephone cable
- Meyers Movers, not to exceed \$40,000, to move furniture and equipment back into building
- Champion Cleaning, approx. \$74,000, to clean the entire school prior to opening

To put the MDBC's approval of these contracts also on record, a motion to approve the above mentioned contracts was made by Dick Dubow, seconded by Jim Murphy and passed.

Architectural – Jesse Saylor

A member of TSKP's MD team is now frequently on site so that they can be responsive to the contractor's needs in a timely fashion. They are closely examining details of the construction, on the lookout for anything that needs to be fixed and compiling the list for Turner. Michael and Chris described the procedure for working that list and also the software used to communicate and share such project documents, photos, etc. Dick Dubow requested that the committee receive periodic updates on the "to-be-fixed" list and how those issues are being addressed. Chris will provide that at the next meeting.

Construction Manager – Michael Douyard

We are in the final stages to open the school!

July activity included:

Utilities (permanent power, gas and water) installed
Generator installed
IT and phone lines installed and terminated
Renovation:

- Carpeting and VCT installed
- Millwork installed
- Ceiling pads installed
- Doors and hardware installed
- IT devices, electrical lights installed
- Permanent paving and landscaping started

August activity includes:

Fire alarm, sprinkler and generator inspection Aug. 23
Occupancy inspection Aug. 24
Chartwells starts setting up kitchen week of Aug. 22
Movers start moving in furniture Aug. 24
New teachers arrive Aug. 29 afternoon
All teachers return Aug. 30

Proposed September activity includes:

New addition:

Complete windows

Complete sheet rock

Start finishes: ceramic tile, flooring, lockers, kitchen equipment

Construction activities after school starts will have less noise than last school year. All work will be inside, within closed areas, and Turner will work daily with MD administration and staff regarding any noise issues as they did last year.

Lead paint in Miller was more pervasive than expected, requiring only more time for its abatement. The cost was already covered in the budget.

Playground equipment – Jesse Saylor, Gretchen Jeanes

The playground plans and specs have been reviewed and approved for design and safety, but future adjustments are still allowed. A purchase order from the town is required for the State to grant final approval.

A motion to request a purchase order for the BOS to approve, in the amount of \$272,701, for the playgrounds as designed and quoted by O'Brien & Sons was made by Gretchen and seconded by Mandi Schmauch.

Parent feedback – Mandi Schmauch

Mandi described how she has heard from 10-12 parents who have misconceptions about the state of construction and the school when the school years starts.

As a follow up to the two end of year presentations that the MDBC held for parents on June 2, we will produce a Back to School Project Update Q&A for parents to inform, acknowledge concerns and set appropriate expectations.

Members comment

Jim Newton asked about the estimated reimbursement from the State. Chris replied that it is approximately \$7,000,000. IF the reimbursement (which must withstand a final project audit) is not reduced and based upon the total estimated cost (see Budget update above), the project's net cost to the town could be approximately \$35M.

Mandi asked about areas of the school that were not included in the project's Statement of Requirements and Ed Specs. Chris explained that the topic has not been formally addressed yet. If there is interest in proposing improvements for any of those areas the proper protocol must be followed, which includes involvement by the MDBC, BOE and BOS.

Mandi asked about furniture. Chris explained that no new furniture will be ordered until next year. John Murphy explained that any needs will be fulfilled out of existing inventory.

The date of the September meeting needs to be changed. A motion to move the date to Sep. 15 was made by Gretchen and seconded by Keith and passed.

Next meeting: September 15

Meeting was adjourned at 6:13pm

A video of this meeting may be viewed at <http://www.screencast.com/t/0YiaNL8eTG> .

Submitted by
Patti Temple, Secretary

Additional meeting dates, links to all MDBC meeting videos, recent news and more can be found at www.millerdriscollbp.com.