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**MINUTES OF THE SEPTEMBER 14, 2017
MILLER-DRISCOLL BUILDING COMMITTEE**

Building Committee members present: Steve DiNapoli, Dick Dubow, Keith Fordsman, Glenn Hemmerle, Gretchen Jeanes, John Kalamarides, Patti Temple, Rick Tomasetti
Lynne Vanderslice attended a portion of the meeting.

Committee Advisors present: Chris Burney (Director of Facilities & Energy Management)

Guests: Michael Douyard, Ty Tregallas (Turner Construction), Randall Luther (Tai Soo Kim)

Absent: Jim Newton, Mandi Schmauch, Ray Tobiassen

Public: Jeanette Ross (Wilton Bulletin), Stephanie Kim (Wilton Villager/The Hour)

The meeting was called to order by Assistant Chair Glenn Hemmerle at 5:02pm.

Approval of minutes

A motion to approve the minutes of the July 13, 2017 Miller-Driscoll Building Committee meeting was made by John Kalamarides, seconded by Rick Tomasetti and passed--5 in favor, 2 abstentions.

Public comments – None

Project Update

Chris Burney – The building is occupied and all who have seen it and commented have been impressed. Credit and thanks to Randall Luther and TSKP Studio for their vision and Michael Douyard and Turner Construction for “turning pieces of paper into reality.” Thanks to Patti Temple for her photos on the MDBP web site. Glenn also recognized Kendra Baker’s photos that appeared in the Wilton Bulletin.

Architect, Randall Luther – He is pleased with how things came together. Punch list items remain and the project close-out has begun. He would like to repeat what he did in the earliest stage of the architects’ planning—“live with” the students for at least half a day to see how changes have impacted educational areas and travel time throughout the building.

Construction, Michael Douyard – The school opened on time. Turner is now focused on three things—the certificate of occupancy, punch lists and project close-out. Thursday, Sep. 21 is a school holiday so it will be a busy day with workers onsite. They hope to have the work in the field done by the end of this month and to have all contractors closed out by the December MDBC meeting. They hope to close the project financially and with all work completed in full by the end of the year. Afternoon pick-up traffic flow appears to be working well. Dick Dubow asked if a “What We Learned” document would be produced (as was done following the last project at the high school). Michael and Randall will discuss and address the topic at next month’s MDBC meeting. Patti asked if there is a process for teachers and staff to report any punch list-type items they come across. Michael explained that Bernadette Hess is the point person for that and that she, Chris, Michael and Tai Soo Kim meet Monday mornings to make sure that everyone is on the same page regarding what needs to be addressed. He also explained that, as is standard operating procedure, the HVAC has had adjustments made now that it is in use with the building occupied, just as the lighting and security systems have had checks and tweaks done as well. Chris will be passing on remaining reports to Patti to post on the web site.

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

Committed costs to date	\$43,342,980
<i>Not yet committed, but allocated:</i>	
Site building costs	216,332
Soft Costs	<u>109,601</u>
	\$43,668,913 Potential total cost*

*Excluding any state reimbursement.

Two reimbursement payments from the state have been received to date totaling \$6,768,225.

Reimbursement #1	\$3,839,889
Reimbursement #2	\$2,928,336

There will be a third reimbursement, and potentially a fourth. The grand total received is subject to state audit following project completion. The third payment could be received in 2018. It is unknown when a fourth payment could come but it could even be years away (i.e. Michael told the committee about a reimbursement payment that was received 10 years after the completion of another project he was on).

The net cost to the Town could be approximately \$36,000,000.

A motion was made by Glenn Hemmerle, seconded by Keith Fordsman and passed to add Lynn Vanderslice to the agenda. Lynne conveyed her thanks to all on behalf of the town and hopes that everyone is hearing the same rave reviews about Miller-Driscoll that she is hearing.

Review of monthly invoices – Rick Tomasetti & Michael Douyard

Some funds are still being held by the Town until the proper completion of certain vendors’ work.

****It is important that there are quorums for our Oct, Nov and Dec meetings so that invoices can be approved in a timely manner for the close-out.****

A motion to approve the billings for August 2017 (\$1,700,539.46) was made by Rick Tomasetti, seconded by John Kalamarides and passed unanimously.

MDBC web site – Patti Temple

MillerDriscollBP.com has been reorganized to focus on the renovation’s end result, featuring a Renovation Recap (a synopsis of the project’s changes and improvements), Plans & Drawings and

Photos (separate tabs for K-2 and Pre-K). Any topic that is no longer on the navigation bar can be found under the About tab.

The agenda item to discuss a potential change of scope in order to upgrade the library has been tabled because Wilton Public Schools does not yet know what changes it would like to incorporate in that space. WPS is in the process of evaluating the Library Learning Commons in each of the schools and will make improvements to them at a later date.

Public comments – None

Member comments – The Thursday, Oct. 26 Board of Education meeting will be held at Miller-Driscoll. There are tentative plans to hold an open house for the community early that evening, 5:00-7:00pm, before the BOE meeting, as well as the following Saturday, Oct. 28, 9:00am-12:00pm. (The open houses will be organized by the BOE, not the MDBC.)

Next meetings –

Oct. 12

Nov. 9

Dec. 14

Meeting was adjourned at 5:57pm

Submitted by

Patti Temple, Secretary

These minutes are subject to the approval and/or change by the committee at its next meeting.

A video of this meeting may be viewed at <https://vimeo.com/233911837/4dd2319228>.

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