



CROMWELL MIDDLE SCHOOL

BUILDING PROJECT

Meeting: CMS Building Committee
Date: Thursday, September 14, 2023
Time: 7:00 p.m.
Place: Cromwell High School Library Media Center

SPECIAL MEETING MINUTES

[YouTube Link](#)

I. Call to Order

The meeting was called to order by Rosanna Glynn, Chair at 7:04 p.m.

II. Roll Call

CMS Building Committee

Present: Rosanna Glynn, Chair, Shannon Hughes-Brown, Vice Chair, Matt Blanchette, Ken Cleveland, Ken Jackson, Blaise Messinger, John Post. Alternates: Heather Jacobs

Absent: Jessica Lamb

Administration - Dr. Macri, Claudio Bazzano, Lynne McKenney

Board of Education Members - Celina Kelleher (via YouTube)

Town Representatives - Absent

Perkins Eastman, Arcadis and Other Representatives

Jack Butkus, Tom DiMauro, Joe Culotta (arrived 7:07 pm)

III. Approve Agenda

Motion to approve the Agenda made by Ken Jackson, seconded by Matt Blanchette. Vote: Unanimous.

IV. Approval of Minutes from [August 30, 2023 meeting](#)

Edit to be made under New Business, second paragraph, add "A preliminary reconciliation discussion was had and showed a slight variance to the budget and" before Rosanna Glynn said she would like a line by line review because we saved over 2M dollars.

Motion to approve the Minutes from August 30, 2023 with the above edits made by Matt Blanchette, seconded by Ken Cleveland. Vote: Unanimous.

V. Public Comments - None

VI. Chairperson's Update

Rosanna Glynn said tomorrow we were originally supposed to have a PCR meeting, but we opted for a tactical pause due to some unresolved design specifics, questions about the budget and we did not feel we would be prepared. The plan now is to have a joint review at our next meeting on the 27th with the invitation of the BOE and then have the PCR after that. Rosanna Glynn also wanted to verify with the Town that they understood the impact of the access road off of Geer Street. Rosanna Glynn reviewed the original and subsequent plans. This new entrance will cost around \$200,000, which was not budgeted for. It was the Town's understanding that the trucks would just use the CMS entrance. In regards to the proposed secondary entrance - the Police Chief said having the extra entrance would need extra safety measures and actually posed a greater safety risk. The latest email from the Town Engineer instructed that we can now use the Watrous Park entrance, but entrance is to be up to just beyond the Boy Scout entrance, which is approximately 700 ft from Geer Street.

VII. Communications Sub-Committee Report

Shannon Hughes- Brown said the Newsletter went out this week. Social media about the school will start this week. Our next Communications Sub-Committee meeting will be before the next CMSBC meeting, all are welcome to attend. We will be working out the details for the ground breaking ceremony.

VIII. Design Sub-Committee Report

Heather Jacobs said they had a meeting on Wednesday, September 6th to review gym striping with Mr. Penney. The main court is 50 x 84 and will be striped in black. The thick border will be changed from red to black. The practice courts will have a three point line and they will be striped in thin red. The volleyball courts will all be striped in white and there will be floor sleeves for the nets. Mr. Penney requested having folding chairs instead of benches for the players. and to purchase a scoring table as part of the FF&E package. We were not able to review Central Office renderings due to time constraints. We held an Executive Session to review door hardware. A change on the IT and Data rooms are to be card readers access only to be in continuity with other rooms.

IX. Perkins Eastman Update Report

- A. Review list of sub committee concerns
- B. Review new renderings
- C. Review status of PCR documentation
- D. Review timeline and one/three month look ahead

Joe Culotta reviewed the Design Update and gave a presentation of the BOE Central Office reception area. They are proposing the same flooring for C/O and the CMS Main Office - the kinetix floor. For the music classrooms, they will check with the band teacher to see if they need all the cabinets shown. Joe Culotta also gave a review of the interior elevations of the band and choral rooms. PCR items to Update; Checklists (CO, Radon), LEA Cost Estimate Certification, CD Cost Estimate and Illegible Cost Worksheet. Items to be Submitted; Plan Review Record Responses, Threshold Peer Review Responses, PNZ Approval Letters, SCG forms (Acoustics, Indoor Air Quality, Seismic Certification, Roof Key Plan, Code Conformity Cert.), Life Safety Plans, Site Plan, Letter from Fire Marshall - Approval of 'No Parking Fire

Lane". Open Items; Plumbing Fixture Modification, Pending OSBI Approval, OSTA Approval, and Project Sign. The construction start date is still tentatively January 2, 2024 pending the PCR. Meetings to occur, PCR - TBD and Building Theme for Interior Graphics. [Updated Perkins Eastman Report](#)

X. Newfield Update Report

- A. Review list of sub committee concerns
- B. Review new renderings
- C. Review status of PCR documentation
- D. Review timeline and one/three month look ahead

Tom DiMauro said their estimate is complete and they are developing the bid package, site logistics, and a more detailed construction schedule. For Phase I, he still has not received the award. There are two problems; the lead time is now 80 weeks, looking at mid-May for electrical. The other is the site logistics. Also in that, is an allowance for them to pay DEEP discharge permit. It is critical to have this resolved and get going. Jack Butkus said the approval form is in the Town Manager's office to be signed. For Phase II, they will be a couple of weeks behind, so if we can get that PCR at the end of the month, otherwise it will be a day to day delay.

XI. [Arcadis Update Report](#)

- A. Review overall financial status
- B. Review any invoices submitted with possible action to approve

Jack Butkus gave a brief budget history. The post Referendum additional Value Management is approximately \$1M. In the pending column, that we did not do is to have operable windows in the classrooms, which was roughly \$150,000 in savings. Bid alternates; amphitheater, new irrigation at baseball field, batting cages, aluminum electrical feeders and brick at the Main Street wall. The Construction Design Estimate Summary net effect of the factors resulted in Construction Documents Total Project Cost Estimate of \$71.14M, a projected savings of \$1.46M from the Referendum-Approved value of \$72.6M. At present, we are in a good spot. Jack said he would like to have a Special Joint Meeting with the Board of Education on either September 26th or 27th. Jack Butkus also reviewed the revised bid and change order review process with the Committee and they approved of the language changes.

Motion to approve the total amount billed of \$118,004.08 which consists of invoices from SES, Arcadis, Perkins Eastman and two invoices from Newfield Construction made by Ken Jackson, seconded by Shannon Hughes-Brown. Vote: Unanimous.

XII. New Business

- A. Change orders process amendment
- B. Logo update

Rosanna Glynn said they talked about updating the school falcon logo to make it more updated. Options could be submitted by students to have them more engaged and to put their stamp on the new building. Blaise Messinger said he would talk with Ms. Cocchiola and Mr. Glowa to set up. Dr. Macri said she believes there is a policy logo regarding the Board of Education. This will be brought to the Board of Education.

XIII. Comments, Updates and Announcements from Board Members and Admins

XIV. Adjournment

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Lisa Hicks
Recording Clerk