



# **CROMWELL MIDDLE SCHOOL**

## **BUILDING PROJECT**

**Meeting:** CMS Building Committee  
**Date:** Wednesday November 8, 2023  
**Time:** 7:00 p.m.  
**Place:** Cromwell High School Library Media Center

### **REGULAR MEETING MINUTES**

[YouTube Link](#)

#### **I. Call to Order**

The meeting was called to order by Rosanna Glynn, Chair at 7:00 p.m.

#### **II. Roll Call**

##### **CMS Building Committee**

Present: Rosanna Glynn, Chair, Matt Blanchette, Ken Cleveland, Ken Jackson, Blaise Messinger, John Post. Alternates: Heather Jacobs, Jessica Lamb

Absent: Shannon Hughes-Brown, Vice Chair

**Administration** - Enza Macri (arrived at 7:36 p.m.), Claudio Bazzano

**Board of Education Members** - Celina Kelleher (arrived at 7:36 p.m.)

**Town Representatives** -

**Perkins Eastman, Arcadis and Other Representatives**

Emily Sifuentes, Tom DiMauro, Joe Culotta

#### **III. Approve Agenda**

Rosanna Glynn had one suggestion to move XII. Comments, Updates and Announcements from Board Members and Admins to before XI. Executive Session.

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

#### **IV. Approval of Minutes from [October 25, 2023 meeting](#)**

Motion to approve the Minutes from October 25, 2023 made by Ken Jackson, seconded by Matt Blanchette. YES (5) Abstain: Ken Jackson, Blaise Messinger. Motion Carries.

**V. Public Comments - None**

**VI. Chairperson's Update**

Rosanna Glynn said she would like to congratulate all the winners at yesterday's election and she looks forward to working with the new Mayor James Demetriades and the members of the Board of Education.

**VII. Communications Sub-Committee Report**

Heather Jacobs questioned if there was anything they should notify the public about. Tom DiMauro will notify Heather on the date the sidewalk construction will start.

**VIII. Design Sub-Committee Report**

Heather Jacobs said they will have a virtual meeting on Monday at 4:30 p.m on the wall graphics with the invite of Dr. Macri and Ms. Cocchiola.

**IX. Perkins Eastman Update Report**

- A. Fence options for the bio-retention basin
- B. Issued record documents to Planning Dept.
- C. Issued final documents to OGA
- D. Sidewalk drawing to be issued to Newfield for pricing and Town for review
- E. Received approved Cod Mod

Joe Culotta said final documents have been issued to OGA, record documents have been issued to the Planning Department, and the plumbing fixture modifications have been approved by OSBI. Open item - OSTA pending approval. A fence for the bioretention area is required by the CT School Construction Standards and Guidelines. Joe Culotta presented a few guard fence options to the Committee. Joe Culotta will have Jack Butkus go to the Town Building Inspector with the single rail notched American Timber Rail option chosen. A virtual meeting will be held on Monday afternoon for a wall graphics presentation.

Motion to approve the single rail notched American Timber Rail guard fence made by Ken Jackson, seconded by Ken Cleveland. Vote: Unanimous.

**X. Newfield Update Report**

- A. Review construction efforts
- B. Schedule review

Tom DiMauro said the progress on Phase 1 is coming along very well, they are almost 95% complete. They are waiting on the signage and the three way stop. Hopefully the weather will hold out, the access road is cut out, the trailer pad is in and the tank investigations were done. We are slightly delayed with the temporary electrical service due to the permit requirements from Planning and Zoning. As of today, the expected C/O date is August 1, 2025, which only gives about three weeks to move in. Every day we are delayed will push back the C/O date.

**XI. Arcadis Update Report - Arcadis Update Report - Revised**

- A. Review overall financial status
- B. Review any invoices submitted with possible action to approve
- C. Recommend award from testing lab proposals with possible action to approve

Emily Sifuentes said they received two proposals and recommended the Committee to award the materials testing service to Tri-State Testing Lab, LLC and give them an allowance of \$71,000.00, not the amount requested. Discussion was had regarding the pricing of Tri-State vs. IMTL, the Committee did not feel comfortable voting on this at this time. Claudio Bazzano asked if Newfield and Arcadis could put together a list of testing quantities expected, Ken Cleveland agreed in order to make sure the scope is correct. This item will be tabled until the next meeting.

Motion to approve \$742.50 for water sample testing by Perkins on the east side of the building. Of which, \$34.50 is for Central Administration and \$708.00 is for CMS. This was previously approved via an email by Rosanna Glynn, Chairperson, this vote is just for the record made by Ken Jackson, seconded by Ken Cleveland. Vote: Unanimous.

Motion to approve the change order PCO #002 in the amount of \$16,057.13 for tree cleaning for future sidewalk install at Herbert Porter Road made by Blaise Messinger, seconded by John Post. Vote: Unanimous.

Motion to approve the purchase order for The Stone House Group, LLC for the Energy Modeling Services in the amount of \$6,250.00 made by Blaise Messinger, seconded by Ken Jackson. Vote: Unanimous.

Motion to approve the total amount billed of \$58,661.85, which consists of one invoice from Arcadis and two invoices from Newfield and one from The Stone House Group, LLC for October 2023 services made by Ken Jackson, seconded by Blaise Messinger. Vote: Unanimous.

Motion to go into Executive Session for the purpose of Window ASR and discussion at 8:16 p.m. with the invite of Dr. Macri, Celina Kelleher, Claudio Bazzano, Newfield & Perkins made by John Post seconded by Ken Cleveland. Vote: Unanimous.

**XII. Executive Session:** Window ASR and discussion

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

Matt Blanchette asked in regards to the special lab testing, he thought the commissioning agent was our internal inspector. Rosanna Glynn said that the special lab testing was for materials, the commissioner makes sure everything works, ex. the electrical system, they review submittals and conducts systems tests.

**XIV. Adjournment**

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Lisa Hicks  
Recording Clerk