



CROMWELL MIDDLE SCHOOL BUILDING PROJECT

Meeting: CMS Building Committee
Date: Wednesday December 13, 2023
Time: 7:00 p.m.
Place: Via Zoom

REGULAR 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, Jessica Lamb

Administration - Dr. Macri

Board of Education Members - Absent

Town Representatives - Absent

Perkins Eastman, Arcadis and Other Representatives

Jack Butkus, Tom DiMauro, Joe Culotta, Joe Costa, Ron Rickey

III. Approve Agenda

Motion to approve the Agenda made by John Post, seconded by Ken Cleveland. Vote: Unanimous.

IV. Approval of Minutes from [November 29, 2023 meeting](#)

Motion to approve the Minutes from November 29, 2023 made by Ken Jackson, seconded by Blaise Messinger. Vote: Unanimous.

V. Public Comments - None

VI. Chairperson's Update

Rosanna Glynn said the Mayor would like all members of every committee to take Ethics and Sexual Harassment training, which is voluntary, but recommended, and it is free with the State of Connecticut. The Town does not like the idea of the rail around the bio retention area, they are following excessive DOT guidance. The Connecticut River does not have a chain link fence on the Town property, the high school has the timber rail, and at multiple educational facilities, she has not seen a chain link fence around a nature area, it is not park land. Rosanna Glynn requested a conference with the Town and said she would like Ken Cleveland to attend since he has the experience. Ken Cleveland requested Timber Rail and ornamental fence as bid alternates instead of the chain link fence. Tom DiMauro said the bid deadline has been extended to January 9, 2024. The no left hand turn signs will stay for a while per Chief Sifodaskalakakis.

VII. Communications Sub-Committee Report

Shannon Hughes-Brown said they are at a steady state with the Newsletter and social media updates. Blaise Messinger reached out to Steve Van Bochoven, IT Department, about a video camera to capture construction footage. They received a proposal for a single camera, which was about \$3,800.00 to have it professionally done, and it would be under Newfield as a line item in their cost breakdown. The threshold for the Town is \$2,500, so we would have to get three quotes. Committee suggested waiting on moving forward until after bids are received.

VIII. Design Sub-Committee Report

Heather Jacobs said she asked Perkins Eastman to edit the renderings with additional options for the committee, as she was not comfortable with what was presented and they are in the process of doing so.

IX. Perkins Eastman Update Report

Joe Culotta said SLR received comments back from OSTA and they are looking for guidance from Planning & Zoning and the local traffic authority, once received, will submit.

X. Newfield Update Report

- A. Review construction efforts
- B. Schedule review

Tom DiMauro said Phase I sidewalk is complete, signs are up and temporary service has been installed. Trailers will be on site after the holiday. They moved the original bid date from December 21, 2023 to January 9, 2024. The mobilization date will stay as February 15th.

XI. Arcadis Update Report

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

Jack Butkus said there are no new invoices to process. We have hired materials testing laboratories, but we also need a special inspector, who is a structural engineer that is responsible as the Engineer of Record and verifying other structural aspects on the building. This needs to be done before filing the building permit. Jack will ask three entities for a special inspector quote. Joe Culotta will also look into that via Perkins and also a storm water monitor.

Matt Blanchette asked about the questions received and if there are concerns about the bidders. Tom responded we have good interest across many of the trades. The questions received are normal and expected. Holiday bidding can be challenging but overall should be fine.

Motion to go into Executive Session: Window Design at 7:50 p.m. with the invitation of Joe Costa, Joe Culotta, Enza Macri, Jack Butkus and Tom DiMauro made by Kevin Jackson, seconded Matt Blanchette.
Vote: Unanimous.

XII. Executive Session: Window Design

Executive session ended at 8:11 p.m.

XIII. Comments, Updates and Announcements from Board Members and Admins - None

XIV. Adjournment

The meeting adjourned at 8:12 p.m.

Respectfully submitted,

Lisa Hicks
Recording Clerk