



# CROMWELL MIDDLE SCHOOL BUILDING PROJECT

**Meeting:** CMS Building Committee  
**Date:** Wednesday, April 17, 2024  
**Time:** 7:00 p.m.  
**Place:** Cromwell High School Library Media Center

## REGULAR MEETING MINUTES

<https://www.youtube.com/channel/UCqpKruXEFcurFBsTLHt3Zkw>

### I. Call to Order

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

### II. Roll Call

#### CMS Building Committee

Present: Rosanna Glynn, Chair, Shannon Hughes-Brown, Vice Chair, Matt Blanchette, Ken Cleveland, Ken Jackson, Blaise Messinger, Alternate: Jessica Lamb, Heather Jacobs

Absent: John Post

Administration - Claudio Bazzano

Board of Education Members - Alan Schumann

Board of Finance Members - Absent

Town Council Members - Absent

Town Representatives - Absent

Arcadis, Perkins Eastman and Other Company's Representatives - Jack Butkus, Dan Brisson, Ron Rickey, Chris Archer

### III. Approve Agenda

Motion to Approve the Regular Meeting Agenda made by Ken Jackson, seconded by Matt Blanchette.

Vote: Unanimous.

### IV. Approval of Minutes from the [April 3, 2024](#) Meeting

Motion to Approve the Minutes from the April 3, 2024 meeting made by Blaise Messinger, seconded by Ken Jackson. Vote: (6) Yes. Abstain: Ken Cleveland. Motion Carries.

### V. Public Comments - None

### VI. Chairperson's Update

Rosanna Glynn said she is very proud of this Committee and Jack Butkus, we work well together and through this effort, we came up with a working agreement with Perkins Eastman.

### VII. Communications Sub-Committee Report - None

### VIII. Design Sub-Committee Report - None

### IX. Newfield Update Report

A. Construction and drainage update

Chris Archer gave an update. The building pad is near completion. To date, most sub bases are established. Dan Brisson said areas B,C & D are complete; hopefully, A will be complete next week. We hope to have our first concrete pour a week from Friday. Topsoil will be seeded starting tomorrow on the dirt piles. Ron Rickey said the main de-water well point is in the northwest corner and they have also tied in a temporary irrigation system.

**X. Arcadis Update Report**

- A. Review PE add service request memo with possible action to approve
- B. Project Budget and spend update
- C. Review invoices with possible action to approve

Jack Butkus reviewed items approved by the Change Order Committee, which need approval for record.

Motion made to approve Change Order #003 for record in the amount of \$97,143.79 to Newfield made by Ken Jackson, seconded by Matt Blanchette. Vote: Unanimous.

Motion to increase PO #12 in the amount of \$70,850 to Perkins Eastman made by Matt Blanchette, seconded by Ken Jackson. Vote: Unanimous.

Motion to approve the five invoices submitted for March in the amount of \$1,305,363.78 made by Matt Blanchette, seconded by Ken Jackson. Vote: Unanimous.

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

Ron Rickey presented Rosanna Glynn with a signed program plaque as a memento.

Chris Archer will bring square footage information to the next meeting for the three breakout areas, media center, cafe and main street so that Heather Jacobs may contact the Cromwell Arts Alliance to see what they would be able to do digitally for art work.

**XII. Adjournment**

Rosanna Glynn, Chair declared adjournment of the regular meeting of the CMS Building Project Committee at 7:43 pm.

**The Public Session of the committee meeting ended at 7:43 pm.**

Respectfully submitted,

Lisa Hicks  
Recording Clerk