

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
November 2, 2023

The John F. Kennedy Middle School Building Committee held a meeting on November 2, 2023 at Enfield Town Hall, 820 Enfield Street, Enfield, CT.

1. **CALL TO ORDER** The meeting was called to order at 6:34 pm by Randy Daigle

2. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Greg Strich, Scott Kaupin, Amy Dennis, Kevin Margolfo, Christine DeBonnee, Samantha D'Agostino, Bruce Kellogg, Amar Shamas

MEMBERS ABSENT

Katelyn Dunn, Todd Kinnin, Michael Monteforte, Jeff Okun, Andrew LaPlante, Andrew Berrios, Gina Cekala, Lori Unghire, Jonathan LeBlanc, Scott Ryder, Jill Lekse, Emily Czarnecki, Jon Moulton, Marcus Brennan, Nate Gengarella, Mike Mazzarella

3. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Approve the Regular Meeting Minutes of October 19, 2023

Seconded by Kevin Margolfo

Motion passes by a show of hands

4. **COMMITTEE GUESTS**

Bruce introduces Ric Viera, Building Conservation Associates, Inc. (BCA). Ric had done the masonry study you had asked for. He's been out to the site a couple of times to take a look at the masonry work in progress of the restoration. Ric prepared his observations and recommendations for remedial action to keep the water out of the building. We took those recommendations and put them on a set of drawings which Gilbane has priced and to get the scope of work done.

5. **ARCHITECTS REPORT**

Bruce distributes a letter that he prepared. Randy brought a list of concerns. I thought rather than have it be put in the minutes I'd do a letter and it can be attached to the minutes saying what we have done to address the concerns. See attached JCJ Architecture document dated November 2, 2023. This two page document addresses:

- Furniture falling apart
- Art room backsplashes/plastic laminate falling off
- Cabinet lock replacements
- Fire door openers
- AV rack in custodial room
- Boys and Girls room sink sensors
- Sinks are rusting
- Exterior masonry repairs

Randy asks Ric to go through the slides to explain what was done.

Ric states all materials expand and contract with temperature change. There are no expansion joints. The building relieved itself where it wants. We've added expansion joints where it's occurred already, the continuous vertical cracks. We are repointing the brick where it has failed. Colors of the sealants are shown. Some of the main areas of water, in order to have the brick expand at the opening there are steel angles called lintels. We are taking care of that, we are also doing sealant and weep tubes in those locations. Some of them have corroded and lifted the mortar, creating a crack. They're also replacing the sealant between the cast stone and the brick masonry.

Randy states you can see between the lintel and the brick it is caulked. It matches perfectly. Not only are we addressing the exterior, we are addressing the interior. All the walls that are spalling are being scraped, primed and repainted. That is all part of the work that is being approved. All the areas that broke the barrier have been resolved. We are hoping this is it, if not we will continue until it is resolved.

Greg asks any concerns about lead paint?

Randy states we did lead paint abatement when we started this project.

Kevin asks when are they going to do the painting.

Amar states during Christmas break.

Randy states this is the information this committee needs to proceed. We are looking at \$200,000.00.

Bruce states on the concessions building, the missing piece there is Gilbane is working on the site. As soon as they tell me the canopy is buttoned up we will do a final punch list.

6. CMR REPORT

Amar states you have seen all the photos and progress. The guys are working nights. As it relates to the canopy, it is completed so you can do the final punch list. The only thing we have left is to put splash pads on the roof line. The fieldhouse has been winterized. We just have to do the seeding around it.

Scott asks if you are going to seed now or spring?

Randy states we will do it now to get roots going and then do it again in the spring. Also, the handicapped sidewalk has been installed. Photo of field is shown. We ended up moving the field several feet, at least 23". One of the things we are encountering is it dips down, there is a proposal to bring top soil in to make it level. The town asked us to put a warning track in. It could be almost \$100,00.00.

Bruce states you have to excavate 11" and put layers of material down.

Randy states for the last 4 months we've been hearing, that they want the fields to be multiple use and the fence is in the way. Until we figure out what this town wants to do, I don't want to put any money into the warning track. When we were asked to do this, it was for physical education not parks and rec. We did a field for the kids to play and for after school activities. Then they wanted to use it for that.

Bruce states originally there was no fence because they wanted to use it for different activities. Then they asked for the fence.

Randy states this wasn't designed for parks and rec.

Scott asks do we have the money for this?

Randy states no. I'm suggesting we don't do it. It is non-reimbursable.

Amar states open items the lock cylinders will be done Tuesday. The fire door openers, GDS is coming out to make some corrective work. Back splashes are out for pricing. Light fixtures we are waiting for the controls to arrive.

Kevin asks about the leaks on the roof?

Amar states the gaskets were changed and one is coming next week.

7. OWNERS REP REPORT

Sam states John Wilcox will be sending me the proof of payments that the State is requesting for the reimbursement payment. I submitted that in June. I am also making sure the punchlist items get closed out.

8. BUDGET SUBCOMMITTEE REPORT

Motion made by Greg Strich to Approve CSG Invoice Number 43, in the amount of \$21,408.86

Seconded by Christine DeBonnee

Motion passes by a show of hands

Motion made by Greg Strich to Approve CSG Invoice Number 44, in the amount of \$21,408.86

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve JCJ Invoice Number 53, in the amount of \$2,182.01

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve JCJ Invoice Number 54, in the amount of \$1,217.06

Seconded by Christine DeBonnee

Motion passes by a show of hands

Motion made by Greg Strich to Approve IMTL Invoice Number 5897-D, in the amount of \$930.00

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve Extreme – Wireless Access Points for the TAG/SOAR Room, this was originally quoted at \$2,075.40, the quote has been revised to \$2,102.20

Seconded by Christine DeBonnee

Motion passes by a show of hands

Motion made by Greg Strich to Approve PCO #9 – TAG/SOAR Classrooms – Displays/Sound Systems, in the amount of \$27,175.61

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve PCO #7 – Rotating Café Signage Only, in the amount of \$2,080.00

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve a Second Portion of PCO # 7 – Relocating Gym Wall Plates Only, in the amount of \$2,162.93

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve Another Section of PCO #7 – AV Rack in Custodial Closet Only, in the amount of \$5,297.15

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve Charging Card Wiring, in the amount of Not to Exceed \$35,000.00

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Net Services Proposal Number 23-500-82, To Install Cables for Additional Keyboard Workstation, in the amount of \$1,359.00

Seconded by Christine DeBonee

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 223 – Existing Masonry Envelope Modifications, Package 1A – White Wing Only, in the amount of \$76,945.00

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 246 – Exterior Masonry Restoration Re-Work, this is for the CMR General Conditions, Coming out of the CMR Contingency, in the amount of \$85,488.00

Seconded by Christine DeBonee

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 247 – Existing Masonry Envelope Modifications, This is for the Blue Wing Only, in the amount of \$46,375.00

Seconded by Scott Kaupin

Motion passes by a show of hands

Motion made by Greg Strich to Approve ATP 248 – Existing Masonry Restoration Re-Work Roof Area, in the amount of \$75,579.00

Seconded by Kevin Margolfo

Motion passes by a show of hands

Scott states tonight we approved white and blue, those were considered the worse. Do we anticipate to do the other wings?

Randy states we plan on doing the other wing but we are close to maximizing the town's portion of payment. Until we start getting information back from the State on what is eligible. We're using a number of 50% and that's pretty close to what the town can contribute based on the referendum. Until the State says we can get 70% we don't want to overburden the Town. The plan is to do it all. Painting is covered. It's a waiting game from the State.

9. OLD BUSINESS

None

10. NEW BUSINESS

None

11. COMMUNICATIONS SUBCOMMITTEE REPORT

None

12. SCHEDULE NEXT MEETING

Randy states the next meeting will be held on November 16, followed by December 7, 2023.

13. COMMITTEE COMMENTS

a. Liaison Comments

b. Committee Member Comments

c. Good to the Order

d. Any Happy News

14. ADJOURNMENT

Motion to Adjourn by Greg Strich
Seconded by Christine DeBonee
Motion passes by a show of hands

Adjourned: 7:35 PM

November 2, 2023

Samantha D'Agostino
Project Manager
Construction Solutions Group, LLC
1137 Main Street
East Hartford, CT 06108

RE: JFK Middle School – Enfield
October 5 & 19, 2023, Building Committee Existing Conditions Items
JCJ Project No. H18020.01

Dear Samantha:

On October 5, 2023, at the John F. Kennedy Middle School Building Committee meeting, several items were brought forth as existing conditions which needed attention. I met with both Jill Leske (JCJ) and Kevin Hoffman (Gilbane) on site on Wednesday October 18th to review the concerns identified. The following is our response to those items that the design team can assist in resolution of.

Furniture falling apart: Enfield/JFK was provided a final FF&E (Furniture, Furnishings, and Equipment) book identifying the FF&E purchased and installed as well as vendor contact numbers for each piece if any issues develop. JCJ Architecture can assist in vendor contact if we are provided the specific piece of furniture and location. During our site visit we observed only one chair whose piston appeared to be locked in the extended position.

Art Room backsplashes plastic laminate falling off: We observed one backsplash in room 037 showing early signs of delaminating at the sink below the soap dispenser. We did not observe delamination in the other art rooms. We also observed standing water at some sinks and an apparent lack of cleanliness which will continue to contribute to accelerated aging of the materials. As a proactive solution, we would propose a replacement of the backsplashes in the 4 art rooms with a solid surface material and have prepared a sketch and issued to Gilbane for pricing.

Ongoing Cabinet Lock replacement: The millwork and locksets specified are consistent and appropriate for educational facility use. The cabinet locks were provided by the millwork trade contractor as part of the millwork package. We understand that the locks have needed replacement due to various issues and that Gilbane is working directly with the trade contractor to correct any faulty locks and provide the appropriate keying.

Fire Door Openers: The fire doors at the exit stair classroom wings have "hold open" devices added during construction. They are tied into the fire alarm system as by Code they are required to close when in alarm mode or during a power loss. The closer is adjusted to remain open until a certain pull is exerted on the door in which case they close. This is intended to prevent damage to the closer, door frame, and door. Those closers are functioning appropriately. The doors to the classroom wings from the hub utilize the existing magnetic hardware to hold them open. The same Code requirement exists here in that the door must close in alarm mode or with a power loss. Our hardware consultant, Paul Hawley, the hardware manufacturer, Bill Peterman (ASSA Abloy), Richie Presutti (JFK), and Jill Lekse (JCJ) were on-site on October 27th to review the conditions noted above. The hardware is functioning appropriately however 2 doors require some tension adjustment. All agreed to return to observe those adjustments once the schedule is confirmed.

AV Rack in Custodial Room: The AV equipment contractor is contracted directly with the Town of Enfield. At some point during construction the specified AV rack for this room was changed to a lower rack negating the specified floor clearance. GTC, our technology consultant, has developed a solution which will raise the AV rack off the floor and provide splashing water protection via a new enclosure. No new cabling is required as the existing cables are of the required length. The AV contractor has provided a price for this work.

Boys and Girls Rooms Sink Sensor: The sink sensors in these rooms are a battery powered unit that historically has been successfully provided in these types of uses. Since it was reported that the batteries are not working after two months, we through our MEP engineer, BVH/Salas O'Brien (Ilona Prosol, have contacted the manufacturer. On October 31st, the manufacturers rep, BVH/Salas O'Brien and JCJ visited the site to review the reported conditions. It is our understanding that Bradley (sink manufacturer) will replace the control boards in all Bradley units with newest version, sensor wires, and batteries as well as sealing any openings that may exist. We will forward further information relative to the schedule when received.

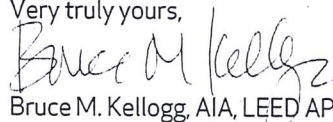
Sinks are rusting: The specified sinks are stainless steel which does not rust. The stains appear to be mineral staining which can be cleaned by a variety of products. CSG issued a list of recommended cleaning products at the last building committee meeting.

Exterior Masonry Repairs: During the project construction phase, limited masonry repairs were added to the project scope in general consisting of repointing specific masonry areas and cleaning existing low wall weep holes. Subsequently an independent masonry consultant (BCA) was hired to observe and provide an existing observation and suggested remedial work. We were then requested to prioritize and place those remedial suggestions on a document for contractor pricing. This document utilized the existing exterior elevations with areas of repair "bubbled" and included those general notes specific to the repairs suggested. This scope included repainting of interior walls where moisture had caused nonadherence of the existing paint. Due to the concern expressed regarding scope understanding and in concert with Gilbane, we have supplemented those documents with additional notes and details. The clarifications are consistent with the previously depicted scope and contractor understanding.

At the completion of each construction phase, the contractor, design team, Enfield regulatory agencies, and Enfield (JFK) provided punch lists prior to substantial completion and commencement of warranties. Enfield should contact the entities/manufacturers noted in the Closeout/O&M Manuals directly to resolve any issues that fall within the warranty period. The design team can assist if those contacts are not responding.

If there are any questions, please feel free to contact me.

Very truly yours,



Bruce M. Kellogg, AIA, LEED AP
Principal

cc: Randy Daigle, Building Committee Chair