

JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
March 21, 2024

The John F. Kennedy Middle School Building Committee held a meeting on March 21, 2024, Enfield Town Hall, 820 Enfield Street, Enfield, CT.

1. CALL TO ORDER The meeting was called to order at 6:35 by Randy Daigle

2. ROLL CALL
MEMBERS PRESENT

Randy Daigle, Scott Kaupin, Amy Dennis, Kevin Margolfo, Christine DeBonee, Gina Cekala, Samantha D'Agostino, Amar Shamas

MEMBERS ABSENT

Greg Strich, Katelyn Dunn, Todd Kinnin, Michael Monteforte, Jeff Okun, Andrew LaPlante, Andrew Berrios, Lori Unghire, Scott Ryder, Bruce Kellogg, Jill Lekse, Emily Czarnecki, Jon Moulton, Marcus Brennan, Mike Mazzarella

3. APPROVAL OF MINUTES

Motion made by Scott Kaupin to Approve the Regular Meeting Minutes of February 15, 2024

Seconded by Kevin Margolfo

Motion passes by a show of hands

4. COMMITTEE GUESTS

None

5. ARCHITECTS REPORT

Randy states we will combine the Architect's report with the CMR report.

Amar states the activities have significantly slowed down. We are keeping track of the maintenance issues with closing out the project. We are wrapping up with the trade contractors. There are only 2 activities, we have to finish painting the interior because of the masonry restoration. There are a couple of areas of landscaping where we will present a couple of ATP's for site restoration. We will be getting that done by April break. We are demobilizing. Essentially we are done and the close out documents were turned over months ago.

6. CMR REPORT

7. OWNERS REP REPORT

Sam states we closing everything out. Once Amar does his close out with the sub-contractors then we can close out with the State. We can submit another payment request but I don't know if you want to do that until we do the final one. The emails have slowed down significantly. We are at the home stretch right now. The piano lab was completed.

Randy states we have been working with Mr. Wilcox to get purchase orders on the equipment we put out to bid completed. We are trying to close out this project and theatrical, band and I.T. people have been asking where are their items. Facilities had asked where these stand? I cc'd Mr. Wilcox on the email and asked when are these going to be paid? I have a meeting with him next week and April 24th I/we are invited to meet with Town Council and I will bring that up. I was also invited to the Board of Ed. I will make clear anything being left out of this project is being held up by the Town. We have done our due diligence and Sam has been getting the purchase orders in. We have general conditions. Amar states we average about \$16,000.00 a month. Randy states we are done in about a month. The Town realizes anything we want to buy is at 70% reimbursement. So now, the Town will be 100% of it.

Gina asks who are you dealing with directly?

Randy states Wilcox.

Gina asks what are they saying the problem is?

Randy states they don't get back to us.

Sam states for example the auditorium items, we've sent multiple emails that the building committee approved the items and they refuse to do a purchase order.

Gina asks is the purchase order being held up?

Sam states they don't want to pay for it.

Randy states they asked for minutes, we sent them minutes. We have approved these three and four times on a committee level. Multiple emails go back and forth and he doesn't respond or says it's under review. The school will put plays on and say they don't have enough mics to have a play because they haven't been bought.

Gina states so the committee approves it but the town has to front it. What is the Town not doing?

Randy states we have to approve it for the Town to pay in order to get the 70% reimbursement.

Gina states does it come out of the referendum budget?

Randy states once I close this out, the funds are no longer available at 70%.

Scott asks if there is a ballpark of outstanding purchase orders?

Randy states about \$280,000.00 if not \$300,000.00.

Scott asks if that is at the 70%? So it's a million dollars vs. \$300,000.00.

Amy states if they don't approve it, and we close it, it's at 100%.

Randy states it doesn't get done. This has been over a year on some of these items.

Gina states they may say it's because they're freezing the budget, they're not paying for anything.

Scott states this is coming out of referendum money.

Gina states if you're not getting an answer, I can send an email. CC me on emails. What are some examples?

Sam states it's a lot of technology. The auditorium upgrade it a big one, sound systems, wireless mics, chairs for the science rooms. Kathy Cherpak has always had an issue with some stuff if it was not part of the original project. That has been a concern of hers, if it was not part of the original project, she doesn't understand why. We have to close it out so until we get final payments for everybody, we need to close it out with the State. Some of the quotes that we had are probably not valid anymore.

Gina states she doesn't get to make that decision.

Randy states everyone is gone, so if we do get these items, who is going to install it?

Gina asks Chris and John have gotten emails that they haven't responded to?

Randy states since Chris has been here I have tried five times to schedule a meeting. Then Covid ran through the Town Hall. We have tried multiple times.

Motion made by Scott Kaupin to Approve CSG Invoice Number 48, in the amount of \$20,035.71

Seconded by Amy Dennis

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Gilbane Application Number 52, in the amount of \$154,410.94

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve JCJ Invoice Number 56, in the amount of \$2,522.70

Seconded by Christine DeBonee

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve ATP 251- Existing Masonry Envelope Modifications, in the amount of \$11,781.00

Seconded by Kevin Margolfo

Motion passes by a show of hands

Motion made by Scott Kaupin to Approve Net Services, Invoice Number 11450, in the amount of \$1,359.00

Seconded by Amy Dennis

Motion passes by a show of hands

Motion made by Scott Kaupin to Pay the Balance on Insalco Invoice Number 10235, in the amount of 254.40

Seconded by Amy Dennis

Motion passes by a show of hands

9. OLD BUSINESS

10. NEW BUSINESS

None

11. COMMUNICATIONS SUBCOMMITTEE REPORT

None

12. SCHEDULE NEXT MEETING

To be Announced

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 Amy Dennis

Seconded by Christine DeBonee

Motion passes by a show of hands

Adjourned: 6:55 PM