

## **Stratford High School Building Sub-Committee**

### **Meeting Minutes**

**September 21, 2015**

❖ **CALL TO ORDER**

The regular meeting of the Stratford High School Building Sub-Committee was called to order at 5:34 pm, on September 21, 2015, in Stratford Town Hall, by Ken Poisson, Town Council

❖ **PRESIDING**

Ken Poisson, Town Council

❖ **BUILDING SUB-COMMITTEE MEMBERS PRESENT**

Mr. Bob Chaloux, Principal SHS Jack Dellapiano, Mr. Eric Lazaro, Mr. Jason Santi, Mr. Dan Senft

❖ **BUILDING SUB-COMMITTEE MEMBERS ABSENT**

Mr. Len Petrucelli, Mr. Clarence Zachery, Ms. Stephanie Philips

❖ **OTHERS IN ATTENDANCE**

Town Engineer John Casey, Director of Facilities Rich Ruggiero, Turner Project Executive Ty Tregellas, Stantec Civil Engineer Antonio DiCamillo, Antinozzi President Paul Antinozzi, Antinozzi Vice President George Perham, Antinozzi Senior Project Architect Lisa Yates, CREC Project Manager Richard Snedeker, CREC Project Controls Manager Brian Greenleaf, CREC Project Engineer Edwin Martinez, David Margonis, concerned citizen.

❖ **OPENING REMARKS**

Ken Poisson opened the meeting by thanking everyone for their hard work.

**2. APPROVAL OF AGENDA**

**Ken Poisson:** Requested a motion to approve the agenda

**Bob Chaloux:** Motioned to approve the agenda

**Jason Santi:** Seconded, all were in favor

**3. APPROVAL OF AUGUST 17, 2015 REGULAR MEETING MINUTES**

- **Draft Letter From Paul Hoydick To Mayor – Communications Protocol (Attached)**

**Ken Poisson:** Requested a motion to approve the August 17, 2015 meeting minutes

**Jason Santi:** Motioned to approve the August 17, 2015 meeting minutes

**Bob Chaloux:** Seconded, all were in favor

**4. APPROVAL OF ANTINOZZI ASSOCIATE'S AMENDMENT NO. 7 TO THEIR CONTRACT**

- **Hiring of an Independent Cost Estimator (Santi)(Tabled Previously)**

**Ken Poisson:** Requested a motion to approve Antinozzi Associates to hire a professional cost estimator under Amendment 7 of their contract

**Jason Santi:** Motioned to approve Antinozzi to hire a professional cost estimator under Amendment 7 of their contract

**Dan Senft:** Seconded, all were in favor

**Discussion:**

**Paul Antinozzi:** The professional cost estimate will cost approximately \$75,000. Antinozzi will hire them and have them execute the schematic design estimate. Antinozzi will get reimbursed through their

amendment 7 which is still in final development and not ready at this time to be voted on by this building sub-committee. The goal is to have amendment 7 ready for sub-committee approval by the next regular meeting October 19<sup>th</sup>. Antinozzi Associates needs to hire this estimator ASAP to get a schematic design estimate, and Antinozzi is willing to hire the estimator ahead of the approval of the amendment to get this to happen in a timely fashion. As long as the amendment is approved at the next BSC meeting then AA should be able to bill the Town appropriately when the Estimator's bill comes due.

**Ken Poisson:** Requests a motion to table amendment 7 of Antinozzi's contract

**Dan Senft:** Motions to table amendment 7 of Antinozzi's contract

**Jason Santi:** Seconds, all were in favor

## 5. MEETINGS WITH TOWN DEPARTMENTS RECAP (CREC, ANTINOZZI)

**Paul Antinozzi:** Antinozzi met with engineering, the police department, conservation wetlands and planning and zoning. We will need a number of variances which Antonio DiCamillo from Stantec will explain in his presentation.

### **Conservation/Wetlands**

The meeting with Town departments went well. Tina (Christina Senft-Batoh) from wetlands didn't think it would be a difficult process. It may take several months.

### **Traffic**

Stantec will have a recommendation for traffic planning (parent/bus pick up and drop off) in the upcoming months. It will be coordinated with what occurs in Town through the police department.

### **Police Department**

The lieutenant attended to discuss parent and student pick up and drop off locations. He also discussed points of interests that the police department will pay particular attention to.

### **Zoning**

John Casey is working with Tim Bishop to formally request the 8-24 review and approval. At this point, it looks like the Planning Commission will hold a special meeting to review the request.

#### **6. TOWN COUNCIL MEETING FORUM UPDATE (POISSON)**

- **Thanks To Ken For His Help At 9/14 Town Council Meeting**
- **Thanks To Jason Santi For His Help At 9/14 Town Council Meeting**

**Ken Poisson:** Every effort will be made to keep the flow of Town Hall green. It will be part of the discussion tonight. The public will see firsthand what the schematic design looks like.

#### **7. COMMISSIONING AGENT STATUS (CREC)**

- **8/24 Stratford High School Commissioning Agent Selection Summary (Attached)**

**Rich Snedeker:** SES is the commissioning agent for Stratford High School.

#### **8. SCHEDULE A PUBLIC PRESENTATION FOR OPTION 17 (SANTI, DELLAPIANO) (TABLED PREVIOUSLY)**

- **Stratford Public Schools Open-House Schedule (attached)**

**Rich Snedeker:** Rich has attached all open house dates in Stratford to the agenda tonight. Any time after October 15 is a great time to host the informational session for the public.

**John Casey:** Clarified that Town Council doesn't typically approve projects through the various stages of document development.

**Jason Santi:** Antinozzi Associates will email the Town Council members the presentation prior to the release to the public as a courtesy to the Council members.

**Ken Poisson:** (After some discussion by the sub-committee) Requested a motion to hold the next regular meeting of the Building Sub-Committee, to be immediately followed by the Public Presentation at 7:00pm, at Stratford H.S. The location within the school will be determined at a later date.

**Jason Santi:** Motioned to hold the next regular meeting of the Building Sub-Committee, to be immediately followed by the Public Presentation at 7:00pm at Stratford H.S.

**Eric Lazaro:** Seconded, all were in favor.

9. **NEXT STEPS: DESIGN DECISIONS, DESIGN SCHEDULE, & SUB-COMMITTEE DELIVERABLES (ANTINOZZI)**

- Schematic drawings completion date
- Inventory list of existing historical/valuable/sentimental items request
- Hiring of an independent cost estimator (Santi)

**Paul Antinozzi:** The project is approaching the end of schematic design. There will be a booklet prepared for the Construction Manager to complete their professional cost estimate.

Antinozzi will be giving an update on what the exterior of the building looks like along with what has changed in the interior of the building.

**1925 Entryway**

Antinozzi is planning on salvaging the entry way with the medallion above and including it in the design of the new building. In the case that it can't be moved it will be replicated.

**Stantec (Civil Engineer)**

**Antonio DiCamillo:** Antonio explains site access and parking. He also explains proposed circulation driveways where the busses could pull in and pull out. One goal is to separate bus areas from parent drop-off areas. Another is to eliminate street drop-off of students by parents. Nothing is set in stone yet as it is still being designed.

There will be 4 parking lots and approximately 244 spaces provided. Stantec is developing the site traffic plan to manage parent and bus traffic flow and pick up and drop off areas.

**Ken Poisson:** Parent drop off should not block teacher parking. As of now, this poses a great impact on access for teachers.

**Jack Dellapiano:** It would be advantageous if the parent and bus drop off were at the same building because it would create a great line of sight for supervision.

**Antonio DiCamillo:** The site is extremely tight. Stantec will look into having both drop offs at the same building.

Deliveries can be scheduled to minimize traffic flow during peak hours.

Antonio explains the locations of the generator, refuse containers, the loading dock, etc., and the logic behind their locations.

**Jack Dellapiano:** Will the elevators be powered by the generator during power outages?

**Paul Antinozzi:** Yes, typically.

**Antonio DiCamillo:** Site amenities are early in the design stages. There will be half a regulation sized football field and an play area for the daycare program.

### **Utilities**

New Connections come from King Street. Gas, sanitary, water, and fire will all be underground.

The storm water management system will be state of the art as will the underground water retention system.

### **Zoning Variances**

Parking variance, less parking is being provided than what would be required for the assembly areas.

Building setback variance – building protruding into required setbacks

Site coverage variance – site not large enough to meet Town requirements

Building height variance – building taller than allowed

Set back from wetlands to paved areas variance – part of zoning regulations

### **West Building Site (Boring Test)**

**Paul Antinozzi:** Poor material was found on site. Structural fill will mostly likely be hauled in and compacted to the specification. Different strategies on how to combat this are being discussed with Turner. One idea involves adding height to the first floor of the building. The normal floor to floor height is 14'. A 16' first floor height is possible for ease of construction. This option has its own pros and cons which Turner will need to evaluate. Paul goes on to explain the West and East buildings.

### **Library**

The design is not complete yet but Antinozzi's intent is for it to be a very special element to this building design.

**Jason Santi:** Inquired about the final disposition of the large trees currently in front of the High School on North Parade.

**Paul Antinozzi:** Explained that in the current design some or most of those trees will be removed.

**Lisa Yates:** The best tree is being saved in the current design, it's approximately 60 inches. The southern-most tree.

**Paul Antinozzi:** The design team will still be meeting with at least each High School department head to fine tune the design at least twice.

### **Paul Antinozzi: Exterior Design of Building**

We approached the design of the new High School with the general consensus that our site is one of the most prominent properties in town. The school borders the Town Green, and the Town Hall has many classical elements including ionic columns and a strong entry way.

Antinozzi created a design similar to the Town Hall that works with it without duplicating it. Antinozzi created a peristyle which is a grouping of columns bordering a building or space. An example would be the Lincoln Memorial. He also attempted to compliment the Town Hall by creating a similar entablature as what exists above the Town Hall columns. Antinozzi goes on to explain entrances and the lecture hall. The area facing the Green will also have the three steps around the perimeter of the building, classically known as a crepidoma. The exterior brick

work on the new sections will attempt to replicate the buttresses that are on the part of the existing school that remains.

Antinozzi designed a more contemporary version with thinner columns. Both versions were presented to the committee.

## 10. INVOICES AND BILLS

- **Antinozzi invoice no. 6 (copy attached, original provided to John Casey)**
- **Turner construction invoice 1**
- **Others**

**Rich Snedeker:** CREC has reviewed Antinozzi invoice #6 for \$35,095.00  
This invoice includes:  
FEMA letter map revision  
21 North Parade Survey  
Phase 1 Environmental Work  
These have all been approved by the committee.

**Ken Poisson:** Requests a motion to approve Antinozzi's invoice #6 for \$35,095.00

**Jason Santi:** Motions to approve Antinozzi's invoice #6 for \$35,095.00

**Eric Lazaro:** Seconds, all are in favor

**Rich Snedeker:** Turner's Invoice Number 1 did not arrive in time for this meeting so it will be on a future agenda.

**Ken Poisson:** Requests a motion to table Turner's invoice 1

**Bob Chaloux:** Motions to table Turner's invoice 1

**Jason Santi:** Seconds, all were in favor

## 11. ENERGY AND ENVIRONMENTAL PROTECTION

- **STV FEMA re-mapping update (Antinozzi and/or STV)(tabled previously)**
- **Geotech boring status (Antinozzi)**
- **Email regarding damage by boring work (attached)**

**Paul Antinozzi:** FEMA has not yet updated us regarding the remapping effort.

**Paul Antinozzi:** The boring report found some early rejections assumed to be bedrock, and unsuitable fill materials that need to be addressed, but nothing hazardous.

**Rich Snedeker:** Rich sent an email out to Jack but hasn't heard back.

**Jack Dellapiano:** The remaining damage to the field is minimal and the field is not currently being used. No further action needs to be taken.

12. **HAZARDOUS MATERIALS CONSULTANT SELECTION**

- Schedule Haz-mat RFQ/P release date (tabled previously)
- Determine RFP response date (tabled previously)
- Determine sub-subcommittee response review deadline (tabled previously)
- Schedule Haz-mat consultants interviews date (tabled previously)

**Rich Snedeker:** The hazmat RFP is in its final stages before release and in the attorney's hands. It will hopefully be advertised for bid in the next few weeks.

13. **SECURITY MEETING WITH SPD UPDATE (ANTINOZZI) (TABLED PREVIOUSLY)**

**Ken Poisson:** This item was already addressed when Paul Antinozzi updated the committee under item 5.

14. **TECHNOLOGY CONSULTANT (ANTINOZZI & CREC) (TABLED PREVIOUSLY)**

**Ken Poisson:** Requests a motion to remove this item off the table

**Jason Santi:** Motions to remove this item off the table

**Eric Lazaro:** Seconds, all are in favor

**Rich Snedeker:** CREC will have a consultant from their technology team speak next meeting on how CREC can assist Ed Malloy the Town's technology Director.

15. **CM CONTRACT WITH STRATFORD UPDATE (TURNER) (TABLED PREVIOUSLY)**

**Ty Tregellas:** The attorney was absent and was not able to complete the contract prior to today's meeting.

16. **UPDATE ON SHS ADDRESS CHANGE, AND SITE LOGISTICS (ANTINOZZI, JOHN CASEY) (TABLED PREVIOUSLY)**

- **Email Regarding Property Ownership (Attached)**

**John Casey:** The address will no longer be 45 North Parade. It will be some number on King Street with a "45" in it (John couldn't recall what number was agreed to, will report later).

**Rich Snedeker:** Reported that he emailed John Casey that he found some inconsistencies in the listed owners of the three properties that will now comprise the SHS campus (45 and 25 North Parade, and the King Street athletic fields). It is important for State reimbursement that they all be listed the same, as "Stratford High School" or something similar, otherwise the land and all associated construction might be rejected for reimbursement from the State.

**John Casey:** Forwarded the email to the Assessor's office. John stated that it's okay as is because it lists as the Town of Stratford as the owner.

**Rich Snedeker:** Restated that for eligibility purposes it needs to be listed as Stratford High School. And all construction work, except the bridge parts that are 14 feet or higher above King Street, are required to be within the school property lines to be eligible for reimbursement.

**Paul Antinozzi:** Since that is the case we recommend moving the property lines to put the supporting structure for the elements over King Street within the property lines.

**John Casey:** The Town Council controls the street lines, so if we need to change the street lines we need to come up with a recommendation for the Town Council to vote on.

17. **TOUR OF DERBY H.S. RECAP (CREC) (TABLED PREVIOUSLY)**

**Ken Poisson:** This item will remain tabled.

18. **REPORT ON BONDSURE PROGRAM (CREC) (TABLED PREVIOUSLY)**

**Ken Poisson:** This item will remain tabled.

19. **ADJOURNMENT (APPROXIMATELY 7:00 PM)**

**Ken Poisson:** Requests a motion to adjourn

**Dan Senft:** Motioned to adjourn

**Jason Santi:** Seconded, all were in favor

**Adjournment:** The meeting was adjourned at 6:56 pm by Town Councilman Ken Poisson.

**Minutes submitted by:**

Edwin Martinez

Project Engineer

CREC Construction Services

*Please advise CREC Construction Services in writing if there are any errors  
Or omissions in these minutes within five business days of distribution.  
Otherwise, they will be presumed and acted upon as correct.*

## AGENDA

### STRATFORD HIGH SCHOOL BUILDING SUB-COMMITTEE MEETING September 21, 2015

(All Items are Subject to Tabling at the Discretion of the Committee Chair Due to 7:00 pm end time)

1. Call to Order (5:30 pm)
2. Approval of Agenda
3. Approval of August 17, 2015 Regular Meeting Minutes
  - Draft Letter from Paul Hoydick to Mayor – Communications Protocol (attached)
4. Approval of Antinozzi Associate's Amendment No. 7 to their Contract.
  - Hiring of an Independent Cost Estimator (Santi)(Tabled Previously)
5. Meetings With Town Departments Recap (CREC, Antinozzi)
6. Town Council Meeting Public Forum Update (Poisson)
  - Thank's to Ken for his help at 9/14 Town Council meeting
7. Commissioning Agent Status (CREC)
  - 8/24 Stratford High School Commissioning Agent Selection Summary (attached)
  - Thank's to Jason Santi for his help at 9/14 Town Council meeting
8. Schedule a Public Presentation for Option 17? (Santi, Dellapiano)(Tabled Previously)
  - Stratford Public Schools Open-House Schedule (attached)
9. Next Steps: Design Decisions, Design Schedule, & Sub-Committee Deliverables (Antinozzi)
  - Schematic Drawings Completion Date
  - Inventory List of Existing Historical/Valuable/Sentimental Items Update Request.
  - Hiring of an Independent Cost Estimator (Santi)(Previously Tabled)
10. Invoices and Bills
  - Antinozzi Invoice No. 6 (copy attached, original provided to John Casey)
  - Turner Construction Invoice No. 1 (?)
  - Others

11. Energy and Environmental Protection

- STV FEMA Re-mapping Update (Antinozzi and/or STV)(Tabled Previously)
- Geotech Borings Report (Antinozzi)
- Email Regarding Damage Caused by Boring Work (attached)

12. Hazardous Materials Consultant Selection

- Schedule Haz-Mat RFQ/P Release Date (Tabled Previously)
- Determine RFP Response Date (Tabled Previously)
- Determine Sub-Sub-Committee Response Review Deadline (Tabled Previously)
- Schedule Haz-Mat Consultants Interviews Date (Tabled Previously)

13. Security Meeting with SPD Update (Antinozzi)(Tabled Previously)

14. Technology Consultant (CREC & Antinozzi)(Tabled Previously)

15. CM Contract with Stratford Update (Turner)(Tabled Previously)

- CHRO Set Aside Requirements (attachments)

16. Update on SHS Address Change, and Site Logistics (Antinozzi, John Casey) (Tabled Previously)

- Email Regarding Property Ownership (attached)

17. Tour of Derby H.S. Recap (CREC) (Tabled Previously)

18. Report on BondSure Program (CREC) (Tabled Previously)

19. Adjournment (Approximately 7:00 pm)

Attachments: 8/27 Email to Alan with Draft Letter from Paul Hoydick to Mayor  
8/27 Draft Letter from Paul Hoydick to Mayor  
8/24 Stratford High School Commissioning Agent Selection Summary  
Stratford Public Schools Open-House Schedule  
Antinozzi Invoice No. 6  
8/20 Email Regarding Damage Caused by Boring Work  
8/20 Email Regarding Property Ownership Inconsistencies  
Memo.SetAsideLaw.Muni.7.6.15  
9/10 Turner Construction Email Regarding Set-Asides (CHRO)