

Middlebrook Elementary School/Booth Hill Elementary School Roof Building Committee Meeting
July 13, 2022 7:30 pm

ZOOM

Patricia Borghesan – Chairman
Robert Christiani – Vice-Chairman
Tony Scinto
Joy Colon, TC Representative

Steven Cahill
Lynne Salta
Mark Hoffman
Chris Bandecchi, BofE Representative

Michael Ward

AGENDA

Call to Order

Pledge of Allegiance

Roll Call

Approval of Minutes – May 18, 2022

Committee Membership Changes

Financial Report-MES Roof Project

Update on Submission of Middlebrook School Roof

Proposed Hazmat Evaluation for Booth Hill School Roof

Review of Next Steps for Booth Hill School Roof

Next Meeting Date

Adjournment

Middlebrook and Booth Hill Elementary School Roof Building Committee Regular Meeting

July 13, 2022 7:30 PM

<https://us06web.zoom.us/j/8523749777?pwd=ZINWNi9sS0hnbXQzcG1aRzZRSFNjUT09>

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Middlebrook and Booth Hill Elementary School Roof Building Committee Meeting
May 18, 2022
7:00 pm
Council Chambers, Trumbull Town Hall

Present: Chairman Patricia Borghesan, Michael Ward, Steven Cahill, Tony Scinto and Lynne Salta

Absent: Mark Hoffman, Robert Christiani, Joy Colon and Chris Bandecchi

Also Present: Dave Cote, BOE; Dan Martin, Assistant Finance Director; Town Attorney James Nugent; Paul Lisi, AIA, Antinozzi Associates; Cindy Katske, Chief Administrative Officer and David Stein, AIA, Silver/Petrocelli & Associates

The meeting was called to order at 7:02 pm by Ms. Borghesan followed by the Pledge of Allegiance. Roll Call was taken by the clerk.

Past Minutes

Motion was made by Mr. Ward to approve the minutes of April 28, 2022 as presented. Seconded by Mr. Cahill. The following corrections/clarifications were presented by Ms. Borghesan:

1. Under Update from Antinozzi Associates, first sentence – amount should be \$2,386,309.
2. Same discussion, second paragraph, second line should read “State sharing formula”.
3. Same discussion, third paragraph, last line should be clarified as “project start of summer 2023”.
4. Page 2, Change to Committee Scope, second paragraph, second to last line should be changed to reflect the two firms as “Antinozzi Associates and Silver/Petrocelli & Associates”.

Motion was made by Mr. Ward to accept the changes. Seconded by Ms. Salta. Approved with one abstention from Mr. Scinto. Motion was made by Mr. Ward to accept the minutes as amended. Seconded by Ms. Salta and approved with one abstention from Mr. Scinto.

Financial report – Middlebrook Elementary School Roof Project

The financial report was previously distributed; no questions from Committee members. **Motion was made by Mr. Scinto to accept the financial report as presented. Seconded by Mr. Ward and approved unanimously.**

Approval of Antinozzi Invoice – Middlebrook School Roof Project

Ms. Borghesan presented for approval an invoice for \$1,800 for Bid/Negotiation. **Motion was made by Ms. Salta to approve the invoice for \$1,800. Seconded by Mr. Cahill and unanimously approved.**

Update on Submission of Middlebrook School Roof Proposal to OSG&R

Mr. Cote noted he successfully resubmitted the application to the State. They requested a signed version of minutes approving the financial commitment on the Town’s part which was submitted. No other requests were made and he expects to hear from the State within the next two to three weeks. Ms. Borghesan noted once the State has done their review, they may ask for a prep meeting like they did with the original application submission.

Review of Proposals for the Booth Hill School Conceptual Roof Design

Motion was made by Mr. Cahill to enter into Executive Session at 7:11 pm to discuss the proposals for the Booth Hill School Conceptual Roof Design from Antinozzi Associates and Silver/Petrocelli & Associates. Seconded by Mr. Scinto and approved unanimously. Attendees included Ms. Borghesan, Mr. Ward, Mr. Cahill, Mrs. Salta, Mr. Scinto, Mr. Cote, Mr. Martin, Mr. Nugent and Mrs. Katske. Motion was made by Mr. Cahill to exit Executive Session at 7:30 pm. Seconded by Ms. Salta and approved unanimously. Motion was made by Mr. Ward to approve Antinozzi Associates as the firm to receive the award for the Booth Hill Conceptual Drawings. Seconded by Ms. Salta and approved unanimously.

Next Steps

Mr. Martin noted he would discuss with Mr. Bova the preparation of a PO to move forward with the award of the project to Antinozzi Associates. Mr. Cote will move forward and look into the hazardous materials costs in conjunction with the project. **Motion was made by Mr. Ward to direct Mr. Cote to seek hazardous material costs. Seconded by Mr. Cahill and approved unanimously.**

Next Meeting

The next meeting was set for Wednesday, June 15, 2022 at 7:00 pm. Discussion items will include hazmat information, update from Antinozzi Associates and update from the State.

Adjournment

There being no further business, motion was made by Ms. Salta to adjourn the meeting at 7:37 pm. Seconded by Mr. Cahill and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk

Town of Trumbull
 Booth Hill Roof Replacement
 12120100-581888 B6078

Project Budget Worksheet	Purchase Orders/ Budget	Change Orders	Total Purchase Orders/ Budget	Payments To Date 7/6/2022	Purchase Orders Balance	Balance Available 7/6/2022
B6078 Booth Hill Roof Replacement						
Antinozzi & Associates (PO 20221296)						
Conceptual Designs	6,600.00		6,600.00		6,600.00	-
			-		-	-
			-		-	-
			-		-	-
	6,600.00		6,600.00	-	6,600.00	-
Roofing Contractor			-		-	-
Subtotal	6,600.00	-	6,600.00	-	6,600.00	-
Admin. Costs / Owner's Expenses	33,400.00		33,400.00			33,400.00
Total	40,000.00	-	40,000.00	-	6,600.00	33,400.00

Town of Trumbull
 Middlebrook Roof Replacement
 11120100-581888 B6052

Project Budget Worksheet	Purchase Orders/ Budget	Change Orders	Total Purchase Orders/ Budget	Payments To Date 7/6/2022	Purchase Orders Balance	Balance Available 7/6/2022
B6052 Middlebrook Roof Replacement						
Antinozzi & Associates (PO 20210974)						
Schematic Design	10,900.00		10,900.00	10,900.00	-	-
Construction Documents	32,400.00		32,400.00	32,400.00	-	-
Bid/Negotiation	1,800.00		1,800.00	1,800.00	-	-
Constructon Administration	11,400.00		11,400.00	-	11,400.00	-
State of CT Construction Grant Administration	8,200.00		8,200.00	8,200.00	-	-
Total Antinozzi & Associates (PO 20210974)	64,700.00		64,700.00	53,300.00	11,400.00	-
Roofing Contractor			-		-	-
Subtotal	64,700.00	-	64,700.00	53,300.00	11,400.00	-
Admin. Costs / Owner's Expenses	1,600,300.00		1,600,300.00	2,307.46		1,597,992.54
Total	1,665,000.00	-	1,665,000.00	55,607.46	11,400.00	1,597,992.54