

**Booth Hill/Jane Ryan Building Committee Meeting
Minutes**

March 8, 2018

5:30 p.m.

Ellie's Conference Room

6254 Main Street

Trumbull, CT

Members Present:

Richard Deecken, Chairman

Jeffrey M. Donofrio, Board Member

Mike Ward, Board Member

Kevin Shively, Town Council

Members Absent:

J.C. Cinelli, Town Council

Stephen Rescsanski

Jeffry Jenkins

Also in attendance:

Mark Deming, Director, Facilities

Kevin Bova, Purchasing Agent

William Silver, Silver/Petrucci & Associates

David Stein, Silver/Petrucci & Associates

Mr. Deecken called the meeting to order at 5:30 p.m. It was moved (Ward) seconded (Donofrio) to approve the Minutes from March 1, 2018 meeting. Vote: unanimous in favor.

Kevin Bova and William Silver initiated discussion regarding State reimbursement monies for the window projects.

Mr. Deming stated that once the Board of Education has chosen an environmental company for the projects, Silver/Petrucci & Associates will begin design, with the environmental company if needed. Mr. Silver noted that Kevin Bova included asbestos removal and design services in the agreement. Mr. Stein stated this is one of the first

discussion points leading to window design. Mr. Donofrio brought up the issue of window testing as currently there is no requirement. Discussion ensued.

Mr. Silver confirmed with Mark Deming that the Board of Education has submitted initial grant paperwork in order for the project to begin. Discussion ensued.

Mark Deming stated that it would be desirable to replicate the windows installed at Middlebrook School in order to standardize windows across the district. Discussion ensued.

William Silver distributed the Design Program Tasks and Schedule Form (attached). Discussion ensued.

Mr. Deming stated that the Booth Hill and Jane Ryan projects will begin in the summer of 2018 and, if necessary due to time constraints, will be completed the following summer.

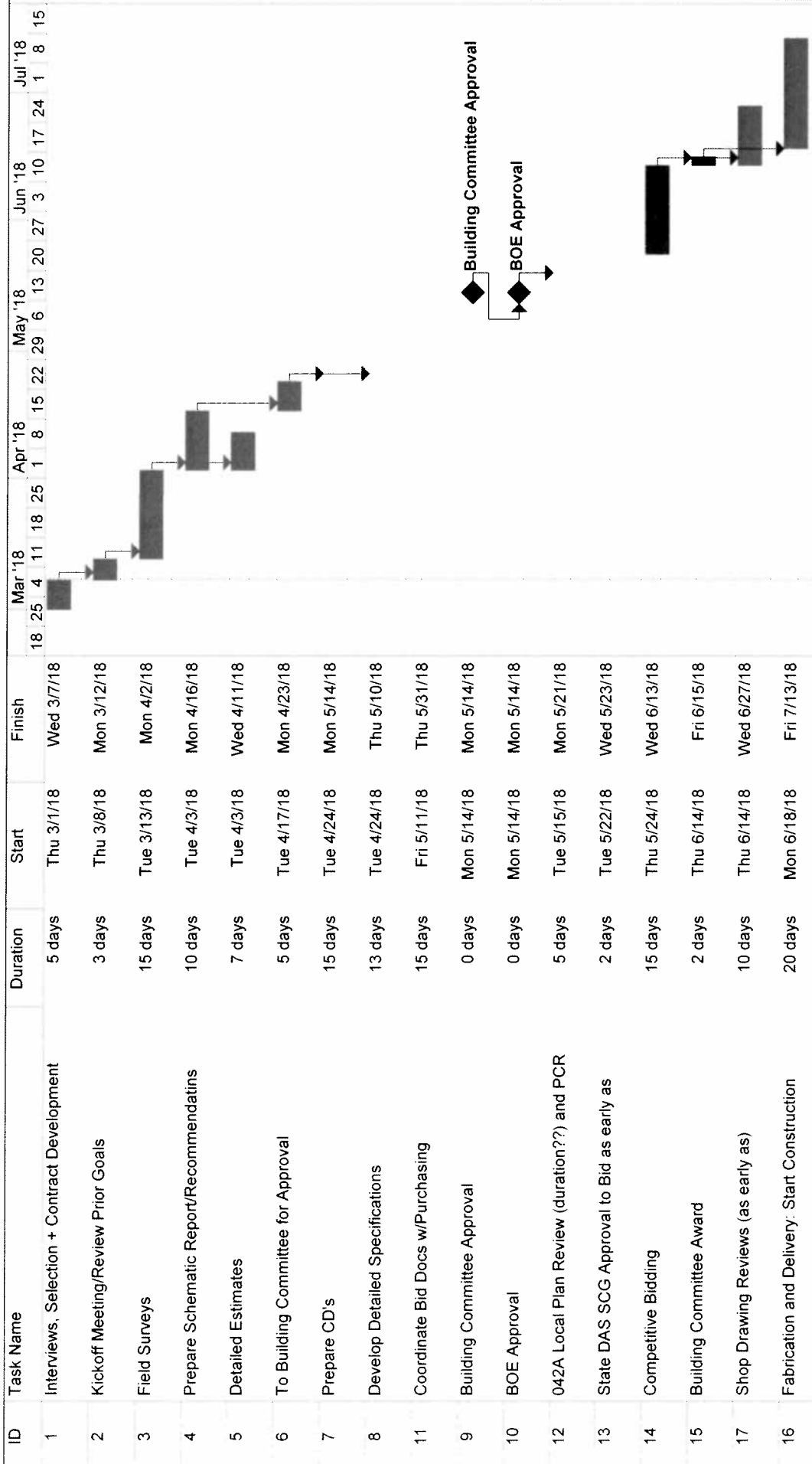
The next meeting for the Booth Hill and Jane Ryan Building Committee will be at Jane Ryan Elementary School on Monday, April 23, 2018.

By unanimous consent, the meeting adjourned at 6:20 p.m.

Design Program Tasks and Schedule

Jane Ryan + Booth Hill Schools Window Replacement

Town of Trumbull



RFP Stage Estimated Schedule
Date: Thu 3/8/18

Task: Milestone:
 Split: External Milestone:
 Progress: Project Summary:
 External Tasks:
 Deadline:

In house M/E/P Engineering streamlines plumbing, HVAC and electrical coordination and modernization that happen to window projects

Petrucci & Associates, Inc
Architects / Engineers / Interior Designers