

Middlebrook Elementary School/Booth Hill Elementary School Roof Building Committee Meeting

Wednesday, November 16, 2022

7:30 PM

Long Hill Conference Room, Trumbull Town Hall

In Person Meeting

Patricia Borghesan – Chairman
Joanne Glasser Orenstein
Tony Scinto, TC Representative
Joy Colon, TC Representative

Steven Cahill
Lynne Salta
Mark Hoffman
Chris Bandecchi, BofE Representative
Michael Ward -- Vice-Chair

AGENDA

Call to Order

Pledge of Allegiance

Roll Call

Approval of Minutes – November 1, 2022

Financial Reports MRP and BHRP

Approval of Antinozzi Assoc. Invoice

Booth Hill School Roof Discussion

Next Meeting Date

Adjourn

Middlebrook and Booth Hill Elementary School Roof Building Committee Meeting
November 1, 2022
7:30 pm
Long Hill Conference Room, Town Hall

Present: Chairman Patricia Borghesan, Michael Ward, Tony Scinto, Lynne Salta, Mark Hoffman and Joy Colon

Absent: Steven Cahill, Joanne Glasser Orenstein and Chris Bandecchi

Also Present: Dave Cote, TPS Director of Operations; Dan Martin, Assistant Finance Director; Kevin Bova, Director of Purchasing and Paul Lisi, AIA, Antinozzi Associates

The meeting was called to order at 7:30 pm by Ms. Borghesan followed by the Pledge of Allegiance and Roll Call.

Past Minutes

Motion was made by Ms. Colon to approve the minutes of October 19, 2022 as presented. Seconded by Mr. Ward and approved by unanimous consent.

Financials

No change from last meeting. The Middlebrook Roof Replacement Account has a balance of \$1,597,896.54. The Booth Hill Roof Replacement Account has a balance of \$29,921.

Eagle Environmental, Inc. Asbestos Report for Booth Hill Elementary School

Mr. Cote reported 48 samples were taken and no asbestos was found. This does not mean they will not encounter asbestos at some point but the type would be easy to address.

Approval of Eagle Environmental, Inc. Invoice

Ms. Borghesan noted the invoice totaled \$2,649 which was less than the original estimate. This was due to a smaller number of samples taken for the assessment. **Motion was made by Mr. Hoffman to approve the payment of the invoice to Eagle Environmental, Inc. Seconded by Ms. Colon and approved by unanimous consent.**

Executive Session

Motion was made by Ms. Salta to enter into Executive Session at 7:36 pm to select a contractor for the Middlebrook School Roof Project. Seconded by Mr. Ward and approved by unanimous consent.

Attendees included Ms. Borghesan, Mr. Ward, Mr. Scinto, Ms. Salta, Mr. Hoffman, Ms. Colon, Mr. Cote, Mr. Martin, Mr. Bova and Mr. Lisi. **Motion was made by Mr. Hoffman to exit Executive Session at 7:57 pm. Seconded by Ms. Colon and approved by unanimous consent.**

Motion was made by Mr. Hoffman to nominate Silkdown as the contractor for the Middlebrook School Roof project. Seconded by Mr. Ward. The Committee noted this was the lowest bid, best and final offer, for \$2,091,500. Silkdown felt they could complete the project on time. The town has a favorable

experience working with them in the past and they are experienced. It is expected Mr. Lisi will be retained to assist with the project. **Motion was approved by unanimous consent.**

Booth Hill School Roof Discussion

Mr. Cote noted a portion of the roof over Room 25 has serious problems and needs to be replaced immediately for a cost of approximately \$9,000. He recommended the Committee take steps ASAP to move the Booth Hill School roof replacement to next summer also. Discussion was held regarding funding and school grant application submittal. He noted if they started now, they may be in a position to start with design work, but this may not be reimbursable under the grant. The money is in the Capital Plan for the summer of 2024. This plan is scheduled for review on November 10 by the Board of Finance and Town Council. It was felt, if the project went out to bid in February/March 2023 and a contract awarded, there may not be time to secure materials as that seems to still be a problem. Mr. Cote noted there is \$1.1 million already approved in the Capital Plan and he has requested an additional \$2 million. He would need to request the project be considered for 2023 once the funding is approved.

Mr. Cote noted mold remediation is done on a regular basis. It was also felt pictures should be taken to provide additional information regarding the significance of this project and the need to move it forward in the Capital Plan.

Next Steps

Mr. Cote will be attending the meeting to review the Capital Plan next week. After that, the Committee would know the status of the funding. Mr. Martin explained the steps for approval of the Capital Plan including meeting schedules for the Board of Finance and Town Council, funding authorizations and fund availability. The Committee felt Mr. Cody should request the funds be moved to the 2023 Capital Plan at the meeting on November 10 due to the current condition of the roof and potential additional repairs.

Next Meeting

November 16, 2022 at 7:30 pm.

Adjournment

There being no further business, motion was made by Mr. Hoffman to adjourn the meeting at 8:21 pm. Seconded by Mr. Ward and approved by unanimous consent.

Respectfully submitted,

Barbara Crandall
Clerk

INVOICE



ANTINOZZI ASSOCIATES
ARCHITECTURE & INTERIORS

Invoice Number: **971843677**
Invoice date: **28 October 2022**

To: Trumbull Public Schools
6254 Main Street
Trumbull, CT 06611

AA project number: **22031**
Project name: **Trumbull
Booth Hill Roof Assessment**
Project address: **545 Booth Hill Road, Trumbull, CT**
Client project number:

Attention: David Cote

PHASE	Contract Amount	Earned To Date	Prior Billings	This Invoice
Basic Services				
Conceptual Design Study	6,600.00	6,600.00	5,280.00	1,320.00
Schematic Design	0.00	0.00	0.00	0.00
Design Development	0.00	0.00	0.00	0.00
Construction Documents	0.00	0.00	0.00	0.00
Bid/Negotiation	0.00	0.00	0.00	0.00
Construction Administration	0.00	0.00	0.00	0.00
Construction Observation	0.00	0.00	0.00	0.00
Subtotal	6,600.00	6,600.00	5,280.00	1,320.00
Consultants				
MEP	0.00	0.00	0.00	0.00
Structural	0.00	0.00	0.00	0.00
Subtotal	0.00	0.00	0.00	0.00
Reimbursables				
	0.00	0.00	0.00	0.00
Additional Services				
FF&E	0.00	0.00	0.00	0.00
Subtotal	0.00	0.00	0.00	0.00
Total	6,600.00	6,600.00	5,280.00	1,320.00

Pay This Amount **1,320.00**

AGING SUMMARY

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
971843677	10/28/2022	1,320.00	1,320.00				
	Total	1,320.00	1,320.00	0.00	0.00	0.00	0.00

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 11/10/2022	Purchase Orders Balance	Balance Available 11/10/2022
B6078 Booth Hill Roof Replacement						
Antinozzi & Associates (PO 20221296)						
Conceptual Designs	6,600.00		6,600.00	5,280.00	1,320.00	-
Eagle Environmental (PO 20230447)						
Asbestos Survey	2,649.00		2,649.00	2,649.00	-	-
	9,249.00	-	9,249.00	7,929.00	1,320.00	-
Roofing Contractor						
Subtotal	9,249.00	-	9,249.00	7,929.00	1,320.00	-
Admin. Costs / Owner's Expenses	30,751.00		30,751.00	96.00		30,655.00
Total	40,000.00	-	40,000.00	8,025.00	1,320.00	30,655.00

Town of Trumbull
Middlebrook Roof Replacement
11120100-581888 B6052

Project Budget Worksheet	Purchase	Change Orders	Total	Payments	Purchase	Balance Available 11/10/2022
	Orders/ Budget		Purchase Orders/ Budget	To Date 11/10/2022	Orders Balance	
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	-
Silktown Roofing	2,091,500.00		2,091,500.00		2,091,500.00	-
Subtotal	2,156,200.00	-	2,156,200.00	53,300.00	2,102,900.00	-
Anticipated State Reimbursement	(702,116.55)		(702,116.55)		(702,116.55)	
Admin. Costs / Owner's Expenses	210,916.55		210,916.55	2,451.46		208,465.09
Total	1,665,000.00	-	1,665,000.00	55,751.46	1,400,783.45	208,465.09