

**Special Meeting Agenda  
Farmington High School Building Committee Meeting  
Wednesday, August 12, 2020  
Online- Web Conference  
6:30 PM**

**\*\*PLEASE NOTE THE MEETING WILL BE HELD ONLINE\*\***

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/89810596779>

**Telephone Call in Information:**

**Dial: +1 312 626 6799**

**Webinar ID: 898 1059 6779**

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Minutes.
  - 1) To approve the attached July 15, 2020 minutes.
- E. Correspondence.
  - 1) Correspondence Received 7/14/2020 – 8/10/2020
- F. Reports.
  - 1) Chair Report.
  - 2) Communications Subcommittee Report.
  - 3) Board of Education Liaison Report.
  - 4) Town Council Liaison Report.
  - 5) State/Legislative Update.
  - 6) Industry Update.
- G. New Business.
  - 1) To approve the attached invoice from Briarwood Printing in the amount of \$1,198.00.
- H. Adjournment.

cc: Committee Members  
Paula Ray, Town Clerk  
Interested Parties

MOTION:

Agenda Item D-1

To approve the attached July 15, 2020 minutes.

/Attachment

**Special Meeting Minutes  
Farmington High School Building Committee Meeting  
Wednesday, July 15, 2020  
Online- Web Conference  
6:30 PM**

**Attendees:**

Meg Guerrera, Chair  
Ellen Siuta  
Sharon Mazzochi  
Johnny Carrier  
Chris Fagan  
Michael Smith  
Devon Aldave, Clerk of the Committee  
Scott Hurwitz, FHS Principal  
Lisa Kapcinski, FHS Assistant Principal  
Chris Cykley, Construction Solutions Group  
Mark Garilli, Construction Solutions Group  
Michael Scott, TSKP Studio  
Ryszard Szczypek, TSKP Studio

**A. Call to Order.**

The meeting was called to order at 6:30 P.M.

**B. Pledge of Allegiance.**

The committee members recited the Pledge of Allegiance.

**C. Public Comment.**

None.

**D. Minutes.**

**1) To approve the attached June 10, 2020 minutes.**

Upon a motion made and seconded (Carrier/Mazzochi) it was unanimously VOTED: to approve the attached June 10, 2020 minutes.

**E. Correspondence.**

**1) Correspondence Received 6/9/2020 – 7/13/2020**

None.

**F. Reports.**

**1) Chair Report.**

Meg Guerrera stated that Garth Meehan resigned from the committee due to relocating out of town. Garth's replacement will be named by the Town Council at their September meeting.

**2) Communications Subcommittee Report.**

Meg Guerrera stated that the subcommittee met on June 11, 2020 and discussed website updates. A small update was included in the Town Newsletter and another will be included in the School District

Newsletter. Meg stated that a draft of the new landing page has been created by TSKP and CSG. A draft postcard was also created which will go out to all community members to direct residents to the committee website. In tomorrow's meeting the subcommittee will also discuss the timing of bringing on Tall Timbers Marketing to facilitate communications support and hopes to have an update for next month's meeting.

**3) Board of Education Liaison Report.**

Beth Kintner stated that the Board of Education is meeting as necessary throughout the summer. She stated that the School District Newsletter will be mailed out in a few days to everyone in the community. It includes a building committee update.

**4) Town Council Liaison Report.**

Chris Fagan stated that he will report back in September regarding a new appointee for the committee. He stated that the Council met last night. At the meeting Kathy Blonski reported that the tax office is open and very busy which is a sign of optimism.

**5) State/Legislative Update.**

Chris Cykley stated that there have not been any changes from the State regarding grant submissions. Mark Garilli reported that other towns have submitted applications for their respective projects by the June 30<sup>th</sup> deadline and some towns are moving forward with fall referenda.

Michael Smith asked if applications submitted early in the process are reviewed on a rolling basis, or if they are shelved until the June 30<sup>th</sup> deadline when all applications have been submitted. Chris stated that they are shelved until the June 30<sup>th</sup> deadline.

**6) Industry Update.**

Ryszard Szczypek stated that the schematic design report was submitted and should be good to share with the public. Meg Guerrero felt that the report is ready to be shared on the committee website. The committee agreed. Ryszard stated that the committee can issue addenda to the report and update it if needed.

Ryszard stated that TSKP Studio held a meeting with the State to review the schematic design for another project. Plan reviewers were eager to hear how school planners and engineers are planning to mitigate the spread of the virus. Ryszard invited Craig Raza from Kohler Ronan Consulting Engineers who is working on the FHS Building project to the meeting with the State. Craig spoke about UV germicide irradiation techniques in HVAC system. The technique is being used to retrofit many HVAC systems. Another technique being used is a bipolar filtration system which uses electrostatic technology in the

filter, and as air passes through the filtration system, charged particles in the air are attracted to the filter. The State seemed interested in that technique. Ryszard recommended inviting Craig to the next FHSBC meeting to give a presentation. Meg stated that this will be added to the August agenda.

Michael Smith stated that the committee and professional partners should look to gather quality information regarding trends for costs and how they may affect our project. Ryszard stated that TSKP Studio has been working with cost estimators to see what is trending. TSKP Studio has received differing opinions regarding whether or not costs have changed due to COVID-19. At this point, Ryszard feels that there is not enough evidence to adjust the cost estimate of this project. TSKP Studio has a project going out to bid in August and will have results in late September. The bid results can then be compared to the estimates which will indicate if the market has changed. Michael Smith reiterated that he believes the committee should look for trends beyond just anecdotal evidence for cost changes.

**G. Adjournment.**

Upon a motion made and seconded (Mazzochi/Carrier) it was unanimously VOTED: to adjourn at 7:06 P.M.

Respectfully Submitted,  
Devon Aldave  
Clerk of the Committee

MOTION:

Agenda Item G-1

To approve the attached invoice from Briarwood Printing in the amount of \$1,198.00.

NOTE: This invoice covers the printing costs for the FHSBC postcard which was sent out Town-wide.



Briarwood Printing Co., Inc.  
 301 Farmington Ave  
 Plainville, CT 06062-1398  
 (860) 747-6805 Fax: (860) 747-8085

**Devon Aldave**  
**Farmington, Town of**  
**Town Hall**  
**1 Monteith Drive**  
**Farmington CT 06032-1053**

<b>Invoice</b>	
<b>No: 49801</b>	<b>Date: 07/30/20</b>

SHIP TO:

< Same as Bill To >

Our Truck 7/30/2020

Acct.No	Ordered by	Phone	P.O. No	Prepared by	Sales Rep	Ship By
191	Devon Aldave			B. Kupchik	B. Kupchik	Our Truck
Quantity	Description				Unit Price	Price
13,500	FHS Building Committe Postcard				88.74/M	1,198.00
					Subtotal	1,198.00
					Shipping	0.00
					Postage	0.00
					Tax	0.00
					TOTAL	1,198.00
					Paid	0.00
					<b>BALANCE</b>	<b>1,198.00</b>
Received by _____ Date _____					Terms	Net 30 Days