

Meeting Minutes
Farmington High School Building Committee Online Meeting
Wednesday, March 24, 2021
6:30 P.M.

Attendees:

Meg Guerrera, Chair
Michael Smith
Sharon Mazzochi
Wendy Ku
Ellen Siuta
Johnny Carrier
Chris Fagan
Beth Kintner
Kathy Greider, Superintendent
Sam Kilpatrick, Director of School Facilities
Scott Hurwitz, FHS Principal
Lisa Kapcinski, FHS Assistant Principal
Russ Crist, FHS Assistant Principal
Kathy Blonski, Town Manager
Kat Krajewski, Assistant Town Manager
Mark Garilli, Construction Solutions Group
Chris Cykley, Construction Solutions Group

A. Call to Order.

The meeting was called to order at 6:32 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 March 10, 2021 minutes.

Upon a motion made and seconded (Ku/Mazzochi) it was unanimously VOTED: to approve the March 10, 2021 minutes.

E. Correspondence Received 2/20/2021 – 3/5/2021.

1) Brett Patrick – Athletic Field

2) Wendy Saffer – FHS

Meg Guerrera reviewed the correspondences received.

F. Reports.

1) Chair Report.

Meg Guerrera thanked the committee members for the participation in the upcoming community outreach presentations.

2) Town Council Liaison Report.

Chris Fagan reported that he is part of a Town Council Ad-Hoc Committee dedicated to researching tax abatement for elderly citizens and members of the volunteer fire department.

3) Communications Subcommittee Report.

Kat Krajewski reported that the subcommittee met this morning to discuss the communications plan. Presentations are being developed and training packets will be distributed to all individuals participating. There are presentations planned for the East Farms and Noah Wallace Neighborhoods next week, as well as a Topic Meeting: Side-by-Side Facility Comparison. The FHS Building Committee Newsletter will be sent out this week.

4) Financial Communications Subcommittee Report.

Kat Krajewski reported that the Financial Communications Subcommittee met recently to finalize the information regarding project cost and tax impact that was included in the newsletter.

5) Board of Education Liaison Report.

Beth Kintner reported that the Board of Education members will be participating in upcoming FHS Building Committee community presentations.

6) Financial Report.

Kat Krajewski stated that an expense of \$4.23 has been added to the financial report from postage. The financial report is recorded with these minutes as Attachment A.

7) State/Legislative Update.

Mark Garilli stated that there have not been any major updates from the State.

8) Industry Update.

Mark Garilli stated that the bidding market remains favorable.

G. New Business

1) To approve the attached invoice from Tall Timbers Marketing in the amount of \$5,075.00.

Upon a motion made and seconded (Carrier/Ku) it was unanimously VOTED: to approve the invoice from Tall Timbers Marketing in the amount of \$5,075.00.

H. Adjournment.

Upon a motion made and seconded (Carrier/Ku) it was unanimously VOTED: to adjourn the meeting at 7:13 P.M.

Respectfully Submitted,

Devon Aldave
Clerk of the Committee

Farmington High School Building Committee
 Financial Report- March 24, 2021

Starting Account Balance 2016	\$500,000	Initial authorization for the FHS Building Committee in 2016
Remaining Balance from 2016 committee	\$266,007.00	Remaining balance from previous FHS committee approved at 9/10/19 Town Council Meeting
Appropriation from Town Council	\$199,000.00	approved at 9/10/19 Town Council Meeting
Transfer from Town Council	\$256,000.00	Council Meeting

Total Account Balance- Beginning 2018 \$721,007.00

Expenses from Ad Hoc Committees:

Amount	Description	
\$17,000	Community Survey	Contract

Expenses from this FHS Building Committee:

Amount	Description	
\$33.75	2 year website Domain- fhsbuildingproject.org	P-Card
\$27.90	2 year website Domain- fhsbuildingproject.com	P-Card
\$27.90	2 year website Domain- fhsbuildingproject.net	P-Card
\$432.00	wix website hosting	P-Card
	wix credit	Credit
\$369.66	hartford courant legal notice for Architect RFP	cu00254321
\$1,993.00	FHS Building Committee Intern (Summer Work)	
\$218.16	Square Space website hosting	P-Card
\$14,850.00	PT Help-- For Committee	Contract
\$15.94	Staples- Poster for 10/16 Community Input Meeting	P-Card
\$105.10	Highland park Market- Dinner for Interviews	P-Card
\$25.47	Staples Poster Boards for Communtiy Input Meeting	Staples Credit Card
\$276.90	Amazon- Supplies for Community Input Meeting	P-Card
\$132.75	Chartwells- Coffee/Tea for Communtiy Input Meeting	
\$112.50	Chartwells from 1/25 Community meeting	

Farmington High School Building Committee
Financial Report- March 24, 2021

\$596.00	Nutmeg TV Meetings 1/8, 1/15, 1/22	
\$1,198.00	Briarwood Printing- Postcard 8/2020	
\$2,941.34	USPS Postcard Mailing- 8/2020	
\$229.72	Square space website hosting- annual fee	P-Card
\$1,925.06	January Newsletter Postage 1/20/21	
\$224.19	Survey- Business Reply Postage 1/25/21	
\$383.52	Survey -Business Reply Postage 1/27/21	
\$191.76	Survey- Business Reply Postage 1/28/21	
\$62.04	Survey-Business Reply Postage 1/29/21	
\$269.31	Survey- Business Reply Postage 2/1/21	
\$60.63	Survey-Business Reply Postage 2/3/21	
\$36.66	Survey-Business Reply Postage 2/4/21	
\$169.89	Overnight Shipping to Survey Systems	
\$9.80	Survey- Business Reply Postage 2/5/21	
\$35.25	Survey-Business Reply Postage 2/5/21	
\$97.25	Overnight Shipping to Survey Systems	
		Additional reply postage received after survey deadline
\$318.66	Survey-Business Reply Postage- 2/9-2/24/21	
\$19.74	Survey -Business Reply Postage - 2/25/21-3/5/21	
\$4.23	Survey-Business Reply Postage- 3/11/21-3/17/21	
Total Expense:		\$27,394.08

Current Account Balance **\$676,612.92**

<i>Professional Partners-Invoice (Part 1)</i>	<i>Amount Billed to Date</i>	<i>Total Contract Amount (Part 1)</i>	<i>Remaining Balance</i>
CSG Invoice	\$89,109.00	\$89,109.00	\$0.00
QA+M	\$47,000.00	\$47,000.00	\$0.00
TSKP Studio	\$120,000.00	\$120,000.00	\$0.00
<i>Professional Partners-Invoice (Part 2)</i>			
Center for Research and Public Policy	\$8,500.00	\$17,000.00	\$8,500.00
Tall Timbers Marketing	\$24,832.00	\$32,500.00	\$7,668.00

Farmington High School Building Committee
Financial Report- March 24, 2021

CSG	\$31,707.00	\$105,690.00	\$73,983.00
TSKP Studio	\$118,046.16	\$130,000.00	\$11,953.84
Total Invoices Approved to Date	\$439,194.16		
Updated Account Balance (with invoices)	\$237,418.76		
Remaining Balances			
Remaining Balances (see above)	\$102,104.84		
Total Remaining Balances	\$102,104.84		
Total On Hand	\$135,313.92		