

Agenda
1928 Building Committee
Tuesday, September 12, 2023
Town Hall Council Chambers
4:30 P.M.

Please click the link below to access the webinar:

<https://us02web.zoom.us/j/84677212573>

Webinar ID: 846 7721 2573

- A. Call to Order.
- B. Pledge of Allegiance.
- C. Public Comment.
- D. Minutes.
 - 1) To approve the minutes from the June 13, 2023, meeting.
- E. Correspondence.
- F. Reports.
 - 1) Chair Report. (Mastrobattista)
 - 2) Town Council Liaison Report. (Capodiferro)
 - 3) FHS Building Committee Report. (Fagan)
 - 4) Architect Report. (Nardi/Stein)
 - a. Timeline, Update, and Next Steps
 - b. End User Meetings
 - c. Front Entrance Renderings
 - 5) Communications Subcommittee Report. (Baron/Kleinman)
 - 6) Value Engineering Subcommittee Report. (Mastrobattista)
 - 7) Financial Report. (Blonski)
- G. New Business.
 - 1) To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$8,400.00.
 - 2) To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$33,600.00.
 - 3) To cancel the September 26, 2023, 1928 Building Committee meeting.
- H. Adjournment.

CC: Maureen Frink, Town Clerk
Committee Members

MOTION:

Agenda Item D-1

To approve the minutes from the June 13, 2023, meeting.

/Attachment

**Minutes
1928 Building Committee
Tuesday, June 13, 2023
ZOOM Webinar
4:30 P.M.**

Attendees- In person:

Peter Mastrobattista, Chair
Joe Capodiferro, Town Council Member
Kathleen Blonski, Town Manager
Kat Krajewski, Assistant Town Manager

Via ZOOM:

Chris Fagan, FHS Building Committee Liaison
Jean Baron
Dan Kleinman
Jack Kemper
Russ Arnold, Director of Public Works/Town Engineer
Chris Nardi, Silver/Petrucci+ Associates
Dave Stein, Silver/Petrucci + Associates

A. Call to Order.

The meeting was called to order at 4:32 P.M.

B. Pledge of Allegiance.

The committee members recited the Pledge of Allegiance.

C. Public Comment.

None.

D. Minutes

To approve the attached minutes from the May 2, 2023, 1928 Building Committee meeting.

Upon a motion made and seconded (Fagan/Capodiferro) it was unanimously VOTED: to approve the minutes from the May 2, 2023, 1928 Building Committee meeting.

E. Correspondence.

None.

F. Reports.

1) Chair Report. (Mastrobattista)

No report.

2) Town Council Liaison Report. (Capodiferro)

No report.

3) FHS Building Committee Report. (Fagan)

No significant issues and the project is on time and on budget.

4) Architect Report. (Nardi/Stein)

Silver Petrucelli + Associates reported that they will discuss their contract and scope of work later in the agenda.

5) Communications Subcommittee Report. (Baron/Kleinman)

No report. The Communication subcommittee did note that they would like to continue to update members of the public as the design progresses.

6) Value Engineering Subcommittee Report. (Mastrobattista)

No report.

7) Financial Report. (Blonski)

Town Manager Blonski reviewed the Financial Report with the Committee members.

G. New Business.

1) To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$1,012.50.

Upon a motion made and seconded (Fagan/Kleinman) it was unanimously VOTED: to approve the attached invoice in the amount of \$1,012.50.

2) To approve the 1928 Building Committee meeting schedule.

Upon a motion made and seconded (Kemper/Kleinman) it was unanimously VOTED: to approve the meeting schedule as amended.

The amended meeting schedule is recorded with these minutes as Attachment A.

3) To authorize the Town Manager to sign an agreement with Silver Petrucelli + Associates for services from design development through construction close out.

The Town Manager and Silver Petrucelli and Associates reviewed the scope of work in detail with the Committee. The Committee asked various questions. The Town Manager stated that the Town Attorney has reviewed and approved the contract. Per Committee direction, Chris Fagan also reviewed the contract in detail and recommends that the Committee authorize the Town Manager to sign the contract. Chairman Mastrobattista thanked everyone for their hard work. (Attachment)

Upon a motion made and seconded (Baron/Kleinman) it was unanimously VOTED: to authorize the Town Manager to sign an agreement with Silver Petrucelli + Associates for services from design development through construction close out.

4) To issue a notice to proceed to Silver Petrucelli + Associates to complete final plans, working drawings and specifications, bid documents and contract documents.

Upon a motion made and seconded (Capodiferro/Fagan) it was unanimously VOTED: to authorize the Town Manager to issue a notice to proceed to Silver Petrucelli + Associates to complete the final plans, working drawings and specifications, bid documents and contract documents.

H. Adjournment.

The meeting was adjourned at 5:10 p.m.

Respectfully Submitted,

Kathleen A. Blonski
Town Manager

FINANCIAL REPORT:

Agenda Item F-7

/Attachment

1928 Building Committee Financial
Report - September 12, 2023

Starting Balance 2022 **\$175,000.00**

Expenses from this 1928 Building Committee:

Date	Amount	Description
8/19/2022	\$272.26	Annual website hosting fee (Squarespace)
8/19/2022	\$63.81	Website domain names
9/9/2022	\$264.50	Nutmeg TV - services for 7/26 meeting
9/13/2022	\$17,715.00	Silver/Petrucci Invoice - professional services for August 2022
10/1/2022	\$16,870.00	Silver/Petrucci Invoice - professional services for September 2022
11/1/2022	\$15,180.00	Silver/Petrucci Invoice - professional services for October 2022
12/1/2022	\$10,120.00	Silver/Petrucci Invoice - professional services for November 2022
1/4/2023	\$2,175.73	Postage for 1928 Newsletter
1/8/2023	\$3,235.00	Local Color Ink - Printing and presorting of 1928 Newsletter
1/18/2023	\$15,690.00	Silver/Petrucci Invoice - professional services for December 2022
2/14/2023	\$2,181.72	Postage for 1928 Newsletter #2
2/18/2023	\$4,364.00	Local Color Ink - Printing and presorting of 1928 Newsletter #2
2/28/2023	\$8,100.00	Silver/Petrucci Invoice - professional services for January 2023
3/14/2023	\$2,025.00	Silver/Petrucci Invoice - professional services for February 2023
5/2/2023	\$1,012.50	Silver/Petrucci Invoice - professional services March 2023
5/23/2023	\$1,012.50	Silver/Petrucci Invoice - professional services April 2023
7/20/2023	\$293.53	Annual website hosting fee (Squarespace)
7/20/2023	\$63.81	Renewal of website domain names
9/12/2023	\$8,400.00	Silver/Petrucci Invoice - professional services July 2023
9/12/2023	\$33,600.00	Silver/Petrucci Invoice - professional services August 2023

Total Expense: **\$142,639.36**

Account Balance **\$32,360.64**

MOTION:

Agenda Item G-1

To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$8,400.00.

/Attachment



SILVER PETRUCELLI + ASSOCIATES

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Farmington
Kathleen Blonski
Email Only

Invoice number 23-829
Date 08/01/2023

Project **22.189 Farmington - 1928 School
Building Office Conversion (Design)**

Professional services through July 31, 2023.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Design Development	280,000.00	3.00	8,400.00	0.00	8,400.00
Construction Documents	280,000.00	0.00	0.00	0.00	0.00
Bid	25,000.00	0.00	0.00	0.00	0.00
Construction Administration	300,000.00	0.00	0.00	0.00	0.00
Total	885,000.00	0.95	8,400.00	0.00	8,400.00

Invoice total **8,400.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Design Development	280,000.00	8,400.00	0.00	8,400.00
Construction Documents	280,000.00	0.00	0.00	0.00
Bid	25,000.00	0.00	0.00	0.00
Construction Administration	300,000.00	0.00	0.00	0.00
Total	885,000.00	8,400.00	0.00	8,400.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23-829	08/01/2023	8,400.00	8,400.00				
	Total	8,400.00	8,400.00	0.00	0.00	0.00	0.00

Approved by:

Christopher T. Nardi
 Project Manager

MOTION:

Agenda Item G-2

To approve the attached invoice from Silver Petrucelli + Associates in the amount of \$33,600.00.

/Attachment



SILVER PETRUCELLI + ASSOCIATES

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Farmington
Kathleen Blonski
Email Only

Invoice number 23-1017
Date 09/01/2023

Project **22.189 Farmington - 1928 School
Building Office Conversion (Design)**

Professional services through August 31, 2023.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Design Development	280,000.00	15.00	42,000.00	8,400.00	33,600.00
Construction Documents	280,000.00	0.00	0.00	0.00	0.00
Bid	25,000.00	0.00	0.00	0.00	0.00
Construction Administration	300,000.00	0.00	0.00	0.00	0.00
Total	885,000.00	4.75	42,000.00	8,400.00	33,600.00

Invoice total **33,600.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Design Development	280,000.00	42,000.00	8,400.00	33,600.00
Construction Documents	280,000.00	0.00	0.00	0.00
Bid	25,000.00	0.00	0.00	0.00
Construction Administration	300,000.00	0.00	0.00	0.00
Total	885,000.00	42,000.00	8,400.00	33,600.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23-829	08/01/2023	8,400.00		8,400.00			
23-1017	09/01/2023	33,600.00	33,600.00				
	Total	42,000.00	33,600.00	8,400.00	0.00	0.00	0.00

Approved by:

Christopher T. Nardi
 Project Manager

MOTION:

Agenda Item G-3

To cancel the September 26, 2023, 1928 Building Committee meeting.

NOTE:

The next 1928 Building Committee meeting is scheduled for October 10, 2023, at 4:30 P.M. in the Town Hall Council Chambers.