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TOWN HALL  
238 Danbury Road  
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**MINUTES OF THE JANUARY 7, 2016  
MILLER-DRISCOLL BUILDING COMMITTEE  
DRAFT**

**Building Committee members present:** Bruce Hampson, Chair, Steve DiNapoli, Dick Dubow, John Guth, Glenn Hemmerle, John Kalamarides, John Murphy, Jim Newtown, Ray Tobiassen, Rick Tomasetti, Patti Temple (First Selectman representative, ex-officio member), Lynne Vanderslice (First Selectman, ex-officio member)

**Committee Advisors present:** Chris Burney (Director of Facilities and Energy Management), Jeremy Cross (MD Assistant Principal), Ann Paul (WPS Special Services)

**Absent:** Fred Rapczynski (WPS Preschool Services)

**Guests:** Randall Luther (TSKP), Ty Tregellas, Mike Douyard and Sean Tierney (Turner Construction), Stephen Arienti (TRC), Kevin Smith (WPS Superintendent), Matt Hepfer (WPS Director of Technology), Cheryl Jensen-Gerner (former MD Principal), Sean Tierney (Turner Project Superintendent), Stephen Arienti (TRC- Project Hygienist)

**Members of the public:** Jeanette Ross (Wilton Bulletin), Heather Borden-Herve (Good Morning Wilton)

Chairman Bruce Hampson called the meeting to order at 5:00pm and introduced new committee members Steve DiNapoli (Miller-Driscoll parent, member of the Superintendent's parent committee and principal of his own environmental consulting firm) and Patti Temple (First Selectman representative, with experience and background in communications), Bruce also welcomed Sean Tierney (Turner) who has been the project's estimator and was recently named its Project Superintendent and Stephen Arienti (TRC) to the Meeting.

**Minutes of the previous meeting:**

Jim Newton moved and Dick Dubow seconded a motion to approve the minutes of the December 8, 2015 Miller-Driscoll Building Committee meeting.

**Architect's Report-Randall Luther:**

TSKP is in the process of reviewing submittals. The first substitution request has been received. Specifications are provided for contractors but if a contractor wants to make a substitution of any kind there is a process for them to submit that request, have it evaluated and granted or denied.

Unless there is a benefit to the Owner in terms of schedule, quality or cost, the request will not be entertained.

It is time to specify and finalize the Furniture, Fixtures and Equipment (FF&E) as well as specify the technology equipment needs, scheduling and procurement. \$600,000 has been budgeted for FF&E and \$400,000 is budgeted for technology (IT) .

**Construction Manager Report** (presentation attached) – Mike Douyard:

Work done over the December break included installation of fencing, temporary walls and sound blankets, demolition and abatement.

Unknown conditions (conditions not discovered until after construction starts) found to date include phone lines, a fiber line and frozen pipe. A neighbor is unhappy about the extent of tree clearing adjacent to his property. Appropriate trees will be planted to shield his view of the clearing between the school and his property.

Sean Tierney, Turner Project Superintendent, speaks with Interim Principal Bernadette Hess and/or Assistant Principal Jeremy Cross each morning and afternoon Monday-Friday to review the activities of the prior day and current day and to address any complaints or concerns immediately. Teachers are being provided with a two week “Look Ahead” schedule weekly. Sean is also responsible for managing the project’s day to day field operations (contractors’ schedules and commitments). Jennifer Sylvia is the Turner Project Engineer, handling all paperwork for the project.

All contractor’s contracts should be fully executed by the next MDBC meeting.

Materials testing, a condition of the issuance of building permits, was discussed. Bruce Hampson made a motion to approve the retention of Special Testing Laboratories to perform materials testing as described by Michel Douyard. The motion was seconded by Jim Newton and approved unanimously.

Financial report:

Budget = \$50,022,000 / Committed costs = \$39,314,469 / Contingency = \$3,461,000

Upcoming critical milestones include:

- 1-12-16 Concrete footings begin
- 1-29-16 Completion of Peach Core demolition
- 2-12-16 through 2-15-16 PCB removal (Thursday-Tuesday of February Break)
- 3-14-16 Structural steel begins

Public Outreach:

- 12-1-15 MD assemblies, yellow “hard hats” distributed to students
- 1-4-16 Parent Committee meeting, presentation of construction phasing and discussion of abatement schedule
- 1-6-16 Turner team Meet and Greet with Teachers

**Hazmat/Abatement report** – Stephen Arienti:

EPA requirements, the abatement process and steps TRC and Turner take to ensure health and safety of students were explained, including the differences in interior abatement (performed mid-December 2015 for asbestos) and exterior abatement (performed over December 2015 break for asbestos).

**Communication** – Glenn Hemmerle:

The web site is being updated, using the Winchester (MA) High School building project as a model. Skip Ploss, an MD para and the MD web master, is helping with the site as is Patti Temple. Completion of the update is targeted for the end of the month. Going forward information for the site will likely flow through Glenn and Patti.

Kevin Smith reported on the Superintendent's MD parent committee which is being facilitated by MD Assistant Principal Jeremy Cross. The group has met three times since its formation in November, providing an opportunity to help parents become more informed about the project. Because they continue to be very concerned about the hazardous materials and abatement procedures, Steve DiNapoli suggested some steps to go above and beyond the standard abatement safety requirements to help allay those fears. Bruce asked him to submit his suggestions to the Building Committee and Turner Construction for consideration.

A proposed Parent Notification Protocol for hazardous materials abatement during the school year was discussed. It was determined that additional information should be included, i.e. specifying who makes the determination that an area is safe to re-occupy and what takes place in the event an “all clear” is not received within the time frame expected.

**Public comment:** None

**Chair comment:** Bruce Hampson announced his resignation as MDBC Chair and committee member effective tonight. He explained that he had committed to the project until it was bid and the trade contracts approved, and both of those milestones have been reached. The committee and guests responded with a standing ovation for Bruce, as a small token of their appreciation and gratitude for the time, energy and skills he has devoted to the project for the past three years.

Next meeting: February 4, 2016

The meeting was adjourned at 6:44pm.

A video of this meeting can be viewed at <http://www.screencast.com/t/0m69CdnX> .

Submitted by  
Patti Temple, Secretary Pro-Tem