

COLEYTOWN MIDDLE SCHOOL BUILDING COMMITTEE

May 15, 2019, 7:00pm
Staples High School Cafeteria
Westport, Connecticut 06880

Minutes of Meeting

Present:

John Broadbin	Westport Public Works
Don O'Day	CMS Building Committee Chair
Karen Kleine	CMS Building Committee – ex officio
Walter Mattera	CMS Building Committee
Srikanth Puttagunta	CMS Building Committee
Joe Renzulli	CMS Building Committee
Vanessa Valadares	CMS Building Committee
Susan Chipouras	Westport Project Manager

The meeting was called to order at 7:00pm.

1. Minutes were emailed to all Committee members. Don O'Day moved to approve the minutes from April 24, 2019 and May 1, 2019. Karen Kleine seconded the motion. Motion passed. Vote: 6-0.
2. Don O'Day reviewed the Timeline for completion of SDs, Estimate and Funding process. The timeline will be updated as additional information is received.
3. On Friday, May 17, Susan Chipouras will meet with Newfield, WJE, KR and Langan at CMS to review scope and get Newfield as much scope clarity as possible prior to receiving SDs. This will be a work session. Talking points to be addressed:
 - a. AJ Sheets will attend to clarify Science Room/Prep Room Scope
 - b. Consultants need to include upper and lower level lockers on drawings.
 - c. Cleaning of existing to remain ductwork.
 - d. Maintaining a dry building during construction – dehumidification system currently installed.
 - e. Temporary heat will be required
 - f. Scupper over main entrance is not picked up on Langan's drawings
 - g. Investigate main office – bad smell in that area.
4. Three firms have said they will respond to the Industrial Hygienist RFP. Responses will be reviewed in Executive Session on May 22, 2019.
5. Public Comment:

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6. Don O'Day moved to adjourn. Karen Kleine seconded the motion. Motion passed. Vote 6-0. Meeting adjourned at 8:07pm.

These minutes are issued for the record. Any additions or corrections should be issued in writing to the undersigned.

Respectfully submitted by,
Karen Kleine
Secretary