



# CROMWELL MIDDLE SCHOOL

## BUILDING PROJECT

**Meeting:** CMS Building Committee  
**Date:** Wednesday, March 20, 2024  
**Time:** 7:00 p.m.  
**Place:** CHS - LMC

### REGULAR MEETING MINUTES

[YouTube Link](#)

#### I. Call to Order

The meeting was called to order by Rosanna Glynn, Chair at 7:01 pm.

#### II. Roll Call **CMS Building Committee**

Present: Rosanna Glynn, Chair, Matt Blanchette, Ken Cleveland, Ken Jackson, Blaise Messinger, John Post, Alternate: Jessica Lamb, Heather Jacobs

Absent: Shannon Hughes-Brown, Vice Chair

**Administration** - Absent

**Board of Education Members** - Alan Schumann

**Board of Finance Members** - Absent

**Town Council Members** - Absent

**Town Representatives** - Absent

**Arcadis, Perkins Eastman and Other Company's Representatives** - Jack Butkus, Joe Culotta, Ron Rickey, Chris Archer, Rock Emond

#### II. Approve Agenda

Motion to Approve the Regular Meeting Agenda with the addition under VII. Perkins Eastman Update Report A. Possible Approval of GEO Tech Design presentation. Also add agenda item for an Executive Session for the Purpose of Discussing the RFP made by Ken Jackson, seconded by John Post. Vote: Unanimous.

#### III. Approval of Minutes from March 6, 2024 meeting

Motion to Approve the Minutes from the March 6, 2024 meeting made by Ken Jackson, seconded by Ken Cleveland. Vote: Unanimous.

**IV. Public Comments - None**

**V. Chairperson's Update**

Rosanna Glynn said the Family Resource Expo went well, she spoke with the Cromwell Arts Alliance, parents signed up to be added to the distribution list, and Ken Cleveland has the boards in his car.

**VI. Communications Sub-Committee Report - No Report**

**VII. Design Sub-Committee Report**

Heather Jacobs said she wanted to make it clear regarding the design and wall graphics, that the committee did not feel they had final designs to bring forward. It was never expressed to them by Pekins that it was the final pass and decisions needed to be made. Had they known, they would have done differently, as there was not clear communication. Discussion was had regarding the design work and if there are any other issues that are coming up that we are not aware of, the risks and the cost needs to be communicated.

**VIII. Perkins Eastman Update Report**

Joe Culotta said they received a call regarding water on the site. A Field Report - March 2024 was done by SLR. Rock Edmunds said there were groundwater concerns. The existing condition is that there is 20 acres funneling through the site, which is now a retention issue. Chris Archer said they stripped the area already about 95% of the topsoil, they are at the baseline and there are striations. We have two issues; a high water line and unsuitable soil. Jack Butkus said they have a proposal for \$8,625.00 for GEO Design which includes Perkins Eastman 15% markup. Rosanna Glynn said that she would like to cross off TBD and to not exceed the \$7,500 allowance.

Motion to approve the revised Perkins Eastman Proposal of \$8,625.00 with the edit to delete TBD and not to exceed the \$7,500 allowance made by Ken Jackson, seconded by Matt Blanchette. Vote: Unanimous.

**IX. Newfield Update Report**

A. Construction update

Chris Archer wanted the Committee to know that he takes the financials responsibly. We have been going two straight days bringing in structural fill. We have established two well points for water control. Concrete contractors will start the week of April 14th.

**X. Arcadis Update Report**

A. Project Budget and spend update

B. Review invoices with possible action to approve

Jack Butkus reviewed the handout and invoices. Ron Rickey reviewed the 2 week look ahead and 90 day look ahead. Jack Butkus said there was a variance from the RFP and the contract with Perkins Eastman. There were some documents provided but anything additional, ie. graphics, we are asking to create a line item value within the middle school project of \$2,500.00, not to exceed. Discussion was had and backup is needed to determine what will be invoiced. This item will not be voted on this evening.

Motion to approve the February invoices received for a total of \$534,906.08 with the edit of \$466,519.00 to Newfield made by Matt Blanchette, seconded by Ken Jackson. Vote: Unanimous.

**XI. Comments, Updates and Announcements from Board Members and Admins - None**

**XII. Adjournment**

Rosanna Glynn, Chair declared adjournment of the regular meeting of the CMS Building Project Committee at 8:41 pm.

**The Public Session of the committee meeting ended at 8:41 pm.**

Motion to go into Executive Session for the purpose to discuss the Perkins Eastman RFP vs. contract with the invite of Jack Butkus made by Ken Cleveland, seconded by John Post. Vote: Unanimous.

**The Public Session of the committee meeting ended at 9:45 pm.**

Respectfully submitted,

Lisa Hicks  
Recording Clerk