

## SUBJECT TO APPROVAL

Academy Community Center Building Committee

Monday, February 13, 2023, 5:30 p.m.

Remote via Zoom - Only

### Regular Meeting Minutes

Chair Joe Ballantine called the Regular Meeting of Monday, February 13, 2023 to order at 5:32 p.m. Board members present: Selectman Al Goldberg, Vice Chair David Speerli, Eileen Davis, Anne Kelley, Joseph Paradiso, Joan Walker

Others present: Tom Arcari (QA+M), Marc Sklenka (Colliers), Erin Mannix (Town Planner)

1. Public Comment.

None.

2. Approval of Minutes: January 9, 2023, January 18, 2023, and January 24, 2023

The board noted that the January 9, 2023 minutes were incomplete and would not be approved at this time. Approval of the January 9th minutes will instead be added to the agenda of the next regular meeting; Anne Kelley commented that on Item 2 the January 12<sup>th</sup> minutes were approved as “amended” and not as “presented”, on Item 4 the architect firms are not listed, that after Item 7 the minutes should reflect that a moment of silence was observed for Noreen, and the minutes needed an adjournment time. Joe Ballentine inquired if the bids should be attached to the minutes. Marc Sklenka stated that they could be subject to a FOI request. Joan Walker would like a reference that hard copies of the architect presentations are in the Town Clerks Office. Any financial data contained should be redacted.

The board had no revisions to the January 18, 2023 joint meeting minutes.

The board observed that the January 24, 2023 minutes caused a stir on social media. There was a brief discussion to clarify how grants vs. bonding affect the project budget; Joan Walker would like the January 24<sup>th</sup> minutes be revised to reflect that “the board had discussions about the question that was on the referendum and what kind of leeway for future grants might there be, excluding the State grant for \$4 million”. The board agreed that it is necessary to identify what is budget enhancing vs. what is budget supporting – a grant should be used to reduce the town’s expense if it is for something identified within the scope of the project and the minutes should reflect that the Board is very conscious of the budget. The Board may wish to have a future discussion about potentially a Phase II that is CIP to which some grant money can go to, while some grant monies can be applied to Capital Improvements.

**MOTION** by Joan Walker and seconded by Anne Kelley to table the minutes of January 9, 2023 till amended and to approve the minutes of January 18, 2023 and January 24, 2023 as they stand.

**Vote: this motion passed unanimously.**

3. Discuss and take action to approve Collier's two invoices each in the amount of \$9,678.00 for professional services rendered through 12/31/2022 and 1/31/2023, respectively.

Committee will set up a finance subcommittee to review in greater details invoices, pay applications, change orders, etc., anything that affects the financing or the budget. They will meet a day or two before the Academy Building Committee meeting to likely be composed of 2-3 Academy Building Committee members, a representative from the design team, from Colliers, and if the project has a construction manager then someone representing them. Marc Sklenka stated that this subcommittee would become more important when in the construction phase when change orders can affect contingencies. Anne Kelley, Joan Walker, Eileen Davis, and Marc Sklenka will be on this subcommittee. Marc Sklenka suggested that a representative from QA+M (Tom Arcari), as well as someone from the Town – for example Stacy Nobitz from Finance. Joe will reach out to Stacy Nobitz about being a member of the finance subcommittee.

**MOTION** by Anne Kelley and seconded by Joan Walker to approve the invoices listed above.

**Vote: this motion passed unanimously.**

4. Liaison/Committee Members Remarks.

A liaison from the BOF still needs to be assigned.

5. Forward Planning for Architectural Phase of the Project

Have selected an architect and are moving to design phase. There was a meeting earlier this morning attended by the First Selectwoman Peggy Lyons, Selectman Al Goldberg, Joe Ballantine, Bill Stableford, Marc Sklenka, and Tom Arcari, to get a definitive idea about what is going to happen to the budget. Any grants received, including the \$4 million already awarded from the State, will reduce the amount of the bonding. This also includes any future grants as long as the grant is specifically connected to something within current scope of the building (e.g., ADA compliance, geothermal, hazmat abatement – items identified in the referendum). If a grant is outside the scope of the building – the examples of redoing the fields or pedestrian walkways were given - things not identified in the plan that will be reviewed on grant by grant basis. David Speerli inquired about how private donations for upgrading theater seats or wood floors in gym would be treated. Marc Sklenka stated this would likely be adding to the scope of the project. Joe notes that grant money is line you can't cross but they did not discuss donation monies at the meeting so will need clarification on that. Tom Arcari gave an example that a kitchen is an example of scope of work not in the referendum language in a detailed way. As such you could provide a kitchen that ranges from barebones to a full commercial kitchen and the argument would be that if choosing the commercial kitchen, that is outside the original scope and would require more funding beyond what is budgeted. Joe Ballantine noted that in addition to grants the Town has access to capital funds that could be contributed. There seems to be a ground swell of interest for culinary arts programming. Theatre is also very barebones – could get community to contribute to added scope without impacting the budget. Marc Sklenka reiterates that the First Selectwoman was very clear in their earlier meeting about what grant money can be used for. Joseph Paradiso noted that once the board

has line items with projected costs it will be easier to have this conversation. All grants that are within the scope of the building come off of the bonding. The board will have a better idea in three months about what might be in or out of scope. Marc Sklenka looks at referendum language and reads some of it to the board. He will distribute to board. Joan Walker suggests the board look at the sheet sent out to the public (it was generated by Colliers). The board agrees it's a good idea to go after as many grants as they can to reduce bonding. Tom Arcari says there is approximately \$12 million for construction – the overall scope was to do light renovations to a large chunk of the building. Need to be smart and realize there is a prioritized list of things that absolutely need to be accomplished. He further noted that the Town needs to get thru first phase of design and put some numbers on it then figure out if cost adjustments can be made. An example are the mechanical systems – there are lots of options that can help budget. He is trying to figure out how to cut the OPM budget so that there could be money to put towards something like a stage.

Joe Ballantine adds a cautionary note that the board has two data points so far – the selection of the architect and OPM - and they are both approximately between 30-35% over budget and the escalation clause is 17%. David Speerli responded that there is recent data from other towns have also gone way over budgets (Farmington and Torrington) and had to go out for additional funds. Tom Arcari notes that you can't compare those towns to Madison because of the scope of their projects (they are \$150 million projects) and only a handful of companies in the State that could handle a project that size. Madison's project is in a much better competitive bidding market. Tom Arcari explains that in addition to the marketplace experiencing a severe amount of escalation, since the time his firm established the AE fee a number of circumstances have changed – the scope has grown (geothermal was added), soft costs typically borne by town/owner were also added to the architect fee. If you pare those costs out, the board will find that his fees are much better aligned with the original budget. Marc Sklerka commented that just the passage of time from the referendum vote until the hiring of hiring of Colliers and architect has had an effect on pricing.

The board moves on to the contract that was sent to everyone and that the board will approve it and give First Selectwoman Peggy Lyons authorization to sign all related documents for the project. The Town attorney has reviewed and signed off on this contract. The board will take some time to review the contract and hold a special meeting to approve the contract that will be scheduled for Friday, February 17, 2023 at 2:30 p.m. via zoom. Thereafter, if the board has comments/changes they should be sent to Marc Sklenka – the contract is an AIA software document.

**MOTION** by Joan Walker seconded by Joseph Paradiso to have special meeting at 2:30 p.m. on Friday via zoom for the intent of reviewing and presumably approving the contract for signature and implementation.

**Vote: this motion passed unanimously.**

Tom Arcari requests a joint meeting with the Academy Advisory and Building committees regarding MYFS, Beach and Rec preferences/needs/wants. The board will schedule this meeting.

The board discussed members going out to tour other town community centers; Tom Arcari will provide a list and contact information of community centers that align with Madison's project.

The board noted that as the design phase gets under way, the frequency of meetings will increase; Tom Arcari recommend meeting every two weeks. Marc Sklenka mentions establishing a "working" group comprised of members from the building and advisory board, Colliers, QA+M, MY&FS, and Beach and Rec, that could meet weekly that would review the evolution of the program, concept, and schematics, and report out to the full building committee.

Going forward the board meetings will be hybrid. Joan Walker notes that recording the meetings on zoom helps with transparency with the public.

Marc Sklenka request that the board address whether this will be a construction manager delivered project or a general contractor delivered project. The board will also need to bring a commissioning agent on board. Marc requests that these issues be discussed at the next board meeting.

A final note, Joe Ballantine will be on vacation 2/28/23 for the next meeting so David Speerli will chair that meeting.

6. Public Comment.

None.

7. Adjourn.

**MOTION** by Joan Walker seconded by Eileen Davis to adjourn the meeting.

**Vote: this motion passed unanimously.**

Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Jeanne Stevens