

Academy Community Center Building Committee (Ad Hoc)

Tuesday, October 24, 2023 at 5:30 PM

Town Campus, Room A and remote via [Zoom](#)

Phone: 1-646-558-8656 Webinar ID: 835 9416 0102 Passcode: 916168

MINUTES

REGULAR MEETING

1. Call to Order / Attendance

Members present: Joe Ballantine, Dave Speerli, AJ Miller, Anne Kelley, Joan Walker

Other present: Tom Arcari (QA+M), John Koplas (Colliers), Al Goldberg (BOS), Scott Cochran (MYFS), Austin Hall (Beach and Rec), Bill Stableford (Academy Advisory),

2. Approval of minutes of [September 26, 2023](#)

Motion by Joan Walker, seconded by Anne Kelley to approve the minutes of September 26, 2023 with the following amendments:

a. In Section 9 correct the spelling of Clerestory light (not Clearstory)

b. In Section 8 attach 9-26-23 milestone report presented at the meeting to the minutes

c. In Section 9 Joe Ballantine would like the minutes to reflect that there was an agreement regarding having someone do the operational cost to the town of a geothermal system but who that would be was not decided. Dave Speeli recalled that Tom Arcari was going to look into who could perform the analysis and possibly that Eversource might provide this service. Tom Arcari recalls there was a discussion on lifecycle analysis of systems, but no directive was provided at the meeting and notes that if that is what the committee wants, he can get a consultant to do proposals but warns that they are not cheap. Joe Ballantine suggests that since no decision was made that the matter be tabled and added to a future agenda and requests that Colliers take a look at getting lifecycle analysis of systems done.

d. In Section 9, the last sentence that "The Committee will formally vote on these items at the next meeting." Discussion had on whether a vote is necessary or the committee's discussion at the 9-26 meeting is sufficient for QA+M to move forward to DD phase. Committee determines that a vote is needed and will be added to this evening's agenda. Joan Walker would also like to get general cost estimate for the theatre area in the gym so that private/publc fundraising can be done. Joan Walker further notes that the theatre estimates were not on the value management list submitted by Colliers and QA+M. Joe expressed concern that the 9-26 minutes do not reflect the committee's decisions regarding VE and should be gone through again.

The motion passed unanimously.

3. Chair's comments

Dave Speeli notes that the Committee meeting schedule for 2024 needs to be agreed upon and polls the committee members to ensure that the second Monday and fourth Tuesday of the month will work with everyone's schedules. This item will be formally voted on at the next meeting.

4. Liaison Reports

At the 10-23-23 Board of Selectmen meeting, Al Goldberg provided the BOS with an update on the progress of the Academy Building project. Al Goldberg shared the Milestone schedule with the BOS and believes it was received very well. The BOS does get the occasional comment from the public wondering why construction has not yet begun and hopefully this helped explain the many steps that must be taken before shovels hit the ground.

5. Public comments

Bill Stableford shares his perspective on geothermal systems as he is a Scranton Library Trustee and chair of their building and grounds committee. When the library was renovated, a very sophisticated geothermal HVAC system and photovoltaic system were installed. There are definitely cost savings on the utilities. However, after four years, the systems are requiring a good deal of maintenance that is expensive and requires specialists. It also requires a lot of time from Tim Kellogg, the library's interim director. So, the Library is at a point where the savings are equal to the maintenance costs and quite possibly the maintenance costs will out distance the savings. Encourages the committee to speak with Tim Kellogg. The library is 33,000 sq.ft.

Austin Hall had a phone call with Brian Park from QA+M regarding septic, and usage numbers and sizes. Some septic engineers were also on the phone call. Test pits will be done in the future. Austin inquired about the timeline of Academy fields being impacted by construction as the Rotary Club uses the fields for its annual carnival which is scheduled for early July 2024. Construction is slated to commence in the Fall of 2024 so Rotary can have the carnival on Academy fields.

6. Review and approve invoice packet, if applicable.

Colliers 10-6-23 invoice for \$9678. QA+M invoice for \$18,122.65. Anne Kelley notes that there is a 10% charge added to the OCC Flo test of \$150, and she recalled that this was to be a straight pass-through cost. Tom Acari agrees to remove the \$150 charge from the invoice. The committee will look at the contract with QA+M for mark-up language. This removal does not constitute a precedent going forward. Motion by Anne Kelley, seconded by Joan Walker to approve the invoice packet as amended. The vote was unanimous.

7. Review and approve budget line item transfers, if applicable.

None.

8. Colliers update

John Koplas shared the updated milestone schedule. He will discuss RFP for cost estimating process later in agenda.

9. QA+M update

QA+M is proceeding with design development work. His team is reaching out and doing investigative work to allow for greater detailed design work on the project - references Austin Hall's earlier comments. QA+M contracts have been augmented with subconsultants to include the work for the additional add alternate work. Aiming for completion of DD by late December 2023. The committee discussed when an informative meeting should be had with the Madison public; the Board of Selectmen will be consulted before having a public meeting. Joan Walker asks QA+M for comparison of cost per sq.ft. in today's dollars vs. the cost per sq.ft prepared when the project went to referendum. Scott Cochran reminds the committee that there is still \$4 million in grant money pending; a decision on whether the town receives the grant should be in February 2024. A general discussion on bonding and when interest rates are set was had.

NEW BUSINESS

10. Brownfield assessment update

Town Planner Erin Mannix distributed via email the executed purchase order and QA+M can begin coordinating work with Fuss & O'Neill.

11. Grants assistance update from Colliers

John Koplas spoke with a colleague in the Collier's NJ office who handles grants. There are three stages: 1) researching what grants are available; 2) writing/submitting the grant application; and 3) managing a grant once it is received. It is a service that Colliers can provide if the committee wishes to pursue this option. Al Goldberg notes that the Town is very good at finding municipal/government grants, but not as good at identifying private sector grants. Al Goldberg further suggests that how the Town wishes to proceed with grant writing be addressed at the next meeting with the First Selectwoman if Colliers is not going to be doing it. Private donors will be addressed separately; Anne Kelley and Joan Walker will meet with the Director of Finance to learn how to proceed.

12. Review and possible vote on approval of the Cost Estimating RFP for posting

The RFP was drafted and sent to Joe Ballantine and Erin Manning (Town Planner). It is a standard RFP that Collier's has used in the past. Once reviewed and approved it will be posted on the Town website. Colliers will also send it out to companies that they have worked with in the past. Requesting estimation for both the DD (design development) and CD (construction development) phases that can then be compared with the estimate done by QA+M as well as the estimate at the time of the referendum; the end result will be a realistic project number. Discussion had about which Town employee(s) can work on finalizing this and future RFPs.

Motion by Joan Walker, seconded by Anne Kelley to approve the cost estimating RFP posting upon approval of John Koplas and a representative of the Town and put forth at the Board of Selectmen to approve award of bid. The motion passed unanimously.

13. Eversource coordination update from QA+M

Tom Arcari presents on the two types of utility incentive programs that Eversource has. Rebate range averages \$1-3 per square foot. Typically not applied for until a project is in the construction

development phase. The incentives can also be applied for retroactively. Joe Ballantine will provide QA+M with the name of the Eversource representative he has been speaking with as they have indicated wanting to be involved in the design development phase.

14. Initial plans regarding perimeter landscaping

Joe Ballantine shares some photos of the landscaping around the perimeter of Academy building and proposes that all vegetation be removed this Fall and the gutters be cleaned. QA+M does not have a landscaping plan but is confident that most all vegetation will be removed at the time construction begins. Austin Hall and Scott Cochran do not agree with this proposal. The committee agrees to discuss this at a future date. Al Goldberg will take this issue to the Board of Selectmen to look at the availability of Town resources.

The windows facing the baseball fields have been covered with plywood.

Joan Walker makes a motion to open the agenda to add item 14a for a formal vote on the list that was reviewed in detail at the last meeting for value management and add alternates, seconded by Anne Kelley. The motion passed unanimously.

Joan Walker makes a motion to approve item 14a to approve per the discussion at the September 26, 2023 meeting, the design and add alternate items, seconded by Anne Kelley. The motion passed unanimously.

15. Public comments

None.

ADJOURNMENT