

Chatfield LoPresti Elementary School Building Committee
Special Meeting Minutes
Thursday, February 11, 2010
Chatfield School – Faculty Conference Room

COPY 2/17/10 pm
3:30 pm
TOWN CLERK'S OFFICE

Members Present: Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti, Jay Hatfield (7:25 p.m.)
Members Absent: Gene Coppola, Trish Danka, Kurt Miller
Others Present: Board of Education Representatives – Maryanne Mascolo, Monica Briggs, Rick Belden, Wayne Natzel
Architect: Dave Stein, Dean Petrucelli
Construction Manager: Joe Merhill
Commissioning Agent: Frank Baldino
Industrial Hygienist: William Rath

The meeting was called to order by Co-chairman Don Smith at 7:08 p.m. Mr. Smith led the group in the Pledge of Allegiance to the Flag.

Mr. Smith called for Public Comment. No members of the public were present.

Motion: Mr. Baker, sec. Mr. Putorti to approve the minutes of the 1/12/10 regular meeting.

For: Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti

Against: None

Abstain: None

Motion Passes

Motion: Mr. Catlin, sec. Mr. Marcinek to approve the minutes of the 1/27/10 regular meeting.

For: Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti

Against: None

Abstain: None

Motion Passes

CORRESPONDENCE: No correspondence was presented to the committee.

INDUSTRIAL HYGIENIST: Mr. Rath provided an original and two (2) working copies of the Asbestos Survey, Lead Paint Screening and PCB Screening reports. Discussion ensued regarding the PCB Plan, and Mr. Rath indicated that this plan would be available within a week for review and submission to the EPA. It was noted by Mr. Stein that EPA approval will be required by the Bureau of School Facilities in order to proceed with bidding on the project. The EPA approval will be added to the project schedule and tracked. Mr. Rath reviewed the open invoices dated 2/12/10 and indicated that the overall purchase order of \$23,050 for the above reports was adequate for the work performed, but the individual cost line items needed to be adjusted to reflect an increase of \$2,400 in asbestos related testing work.

Motion: Mr. Baker, sec. Mr. Marcinek to approve invoices dated 2/12/10 from Industrial Health and Safety in the amounts of \$3,400.00, \$9,900.00, \$4,395.00 and \$2,800.00 and to approve the additional cost of \$2,400 for asbestos plan work and adjust line item costs to reflect the overall purchase order cost remaining within original budget

For: Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti, Jay Hatfield

Against: None

Abstain: None

Motion Passes

Mr. Stein followed up on the prior discussion regarding EPA Plan / BSF approval by distributing the updated project timeline / schedule dated 2/2/10. He indicated that Silver Petrucelli is one month from 95% construction documents. He indicated that 3/10/10 is the projected completion date, and that the documents would require Building Committee / Board of Education approval and then go through 3rd party peer review, Fusco Corp. review and Redi-Check review.

COMMISSIONING AGENT: Mr. Baldino gave an update on the design review process. He indicated that the Owners Project Requirement document is close to completion and should reflect the final design. Discussion ensued regarding geo-thermal testing schedule, day lighting / dimmer issues in the work areas and the vestibule at the bus loop entrance. Mr. Stein indicated that the vestibule at the bus loop entrance is now part of the formal construction plan. Geo-thermal testing is scheduled for the week of Feb. 15th, and day light / dimmer issues are addressed in the current plans.

ARCHITECT: Mr. Stein handed out the proposed add / alternate list for the project. It included four items, including a sidewalk snow melt system, expansion of the outdoor playground area, terrazzo tiles in the corridor areas, and flat play area in rear of building. Discussion ensued, including revisiting use of doors on the student classroom cubbies. Ms. Briggs and Ms. Mascolo both indicated that this topic was discussed with the Board of Education staff at the recently held programmatic meetings. There were no requirements from the staff or administration for doors on the student cubbies.

Motion: Mr. Catlin, sec. Mr. Putorti to incorporate the proposed four (4) add / alternates into the construction documents.

For: Don Smith, Pete Kubik, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti, Jay Hatfield

Against: Sandra Gesek

Abstain: None

Motion Passes

Mr. Stein handed out the "High Performing School" checklist and reviewed it with the committee. Mr. Stein presented the committee with three (3) proposals for the third party threshold review. Mr. Stein recommended Thomas Torrentini, Structural Engineer, to perform this work at a cost of \$6,300. The committee deferred action on this item. Mr. Stein presented information regarding the use of additional geotechnical subsurface testing at a cost of \$5,000. This work would be performed by GeoInsight, Middletown, CT and would be added to the architect's contract.

Motion: Mr. Marcinek, sec. Mr. Baker to accept the proposal to add \$5,000 to the architect contract to engage GeoInsight, Middletown, CT to perform additional subsurface testing.

For: Don Smith, Pete Kubik, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti, Jay Hatfield, Sandra Gesek

Against: None

Abstain: None

Motion Passes

Mr. Stein reviewed the use of the facility as an emergency shelter and raised an issue regarding the potential need to air condition the gymnasium area during its use as an emergency shelter. Discussion ensued and it was determined that the cost to provide a larger generator and the associated technical HVAC issues did not warrant air conditioning during use as an emergency shelter. It was noted that the gymnasium would be air conditioned as part of normal building operations.

Motion: Mr. Baker, sec. Mr. Catlin to instruct the architects not to include air conditioning in the gymnasium during use as an emergency shelter.

For: Don Smith, Pete Kubik, Bruce Baker, Ray Catlin, Michael Marcinek, Phylliss Jachimowski, Yashu Putorti, Jay Hatfield, Sandra Gesek

Against: None

Abstain: None
Motion Passes

CONSTRUCTION MANAGER: Mr. Merhill informed the Board that Fusco Corporation was meeting on Feb. 12 to fine tune the site logistics plan. A follow up meeting would be established with the Board of Education administration to review the plan and discuss the specifics of the phasing plan. Mr. Merhill also noted that Fusco is awaiting the final construction plans, which will allow them to finalize the scheduling on the project.

PROJECT SCHEDULE: The project schedule was discussed and we are on schedule. Mr. Stein indicated that a review meeting and a PCT meeting should be scheduled with the Bureau of School Facilities. The review meeting could be held as soon as possible, while the PCT meeting should be scheduled around April 28th.

PROJECT BUDGET:

It was noted that the committee had added \$5,000 to the testing budget for subsurface testing, but no action was required at this time to adjust project budget line items.

APPROVE INVOICES:

Invoices for Industrial Health and Safety were approved in the Industrial Hygienist section noted previously. An invoice from Silver Petrucelli was presented for payment, but the committee referred it back to Silver Petrucelli for review and correction.

OTHER BUSINESS: None

The next regular meeting of the committee will be held on Wednesday, Feb. 24th at 7:00 p.m. at the Chatfield School Faculty Conference Room.

Motion: Mr. Marcinek, sec. Mr. Baker, to adjourn the meeting at 9:05 p.m.

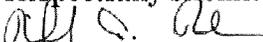
For: Don Smith, Pete Kubik, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Yashu Putorti, Jay Hatfield, Sandra Gesek

Against: None

Abstain: None

Motion Passes

Respectfully submitted by



Richard A. Belden

Temporary Recording Secretary