

Chatfield-LoPresti Elementary
School Building Committee Meeting
Tuesday, June 9, 2009
Chatfield School's Teachers' Lounge
7:00 p.m.

Present: Donald Smith, Peter Kubik, Bruce Baker, Ray Catlin, Gene Coppola, Paul Roy, Fred Stanek, Sandra Gesek, Phyllis Jachimowski, Judy Legeza, Kurt Miller, Trisha Danko, Michael Marcinek, Yashu Putorti (7:12 p.m.)

Absent: Jay Hatfield, Mark Thompson, Frank Conroy

Silver-Petrocelli Representatives: Dean Petrocelli, David Stein

Fusco Corporation Representatives: Joseph Merhill, Brian Calvert, Paul Mongillo

Board of Education Representatives: MaryAnne Mascolo, Richard Belden

Mr. Smith called the meeting to order at 7:03 p.m. and led those present in the pledge to the flag.

Public Comment

There was no public comment forthcoming at this meeting session.

Approval of Minutes

Mr. Smith asked for approval of the minutes of the meetings of May 12, 2009 and May 27, 2009.

MOTION: (Mr. Baker, sec., Mr. Catlin) to approve the minutes of the May 12, 2009 meeting as presented.

So moved.

Affirmative: Mr. Baker, Mr. Catlin, Mr. Roy, Ms. Gesek, Mr. Stanek, Mrs. Danko, Mr. Kubik, Mr. Marcinek, Mr. Smith,

Opposed: None.

Abstentions: Mrs. Legeza, Mrs. Jachimowski, Mr. Miller, Mr. Coppola

MOTION: (Mr. Roy, sec., Mr. Miller) to approve the minutes of the special meeting of May 27, 2009 as presented.

So moved.

Affirmative: Mr. Roy, Mr. Baker, Mr. Catlin, Mr. Coppola, Mrs. Jachimowski, Ms. Gesek, Mr. Stanek, Mrs. Danko, Mr. Smith, Mr. Marcinek

Opposed: None

Abstentions: Mrs. Legeza, Mr. Kubik, Mr. Miller

Correspondence

There was no correspondence received for this meeting session.

Review Commissioning Agent RFP, Approve for Bidding

Mr. Smith distributed copies of the Commissioning Agent RFP for perusal and discussion. Committee members reviewed the form.

Mr. Stanek suggested that the document be reviewed by Town Counsel with special emphasis on the indemnification clause.

Hearing no further comments:

MOTION: (Mr. Baker, sec., Mr. Miller) to approve the document as presented, forward it to Town Counsel, and advertise for the position as soon as possible.

So moved.

Affirmative: Mr. Baker, Mr. Miller, Mr. Catlin, Mr. Coppola, Mr. Roy, Mrs. Danko, Mr. Stanek, Mr. Marcinek, Mr. Smith, Mr. Kubik, Mrs. Legeza, Ms. Gesek, Mrs. Jachimowski, Mr. Putorti

Opposed: None.

Discussion with Architect

Silver-Petrocelli representative David Stein distributed handouts displaying basic building renovations schemes. He explained the spread sheet showing three categories: the existing space, the feasibility study, and the Staff's wish list.

Mr. Stein proceeded to explain the three architectural schemes drawn up by the Firm as possible new building designs. Each was explained and many inquiries arose as to the size of the newly projected classrooms, ability to convert the facility into an emergency relief center, and the size and location of the media center. It was also pointed out that all three schemes involved the use of the two million dollar contingency fund budget item. After much discussion, it was decided that representatives from the Fusco Corporation will review the schematic drawings and come up with a cost estimate for these proposals. If their cost projections include a majority of the contingency funds, adjustments to the building design will have to be made accordingly.

Review Project Schedule

Under discussion concerning the project schedule, Mr. Stein stated that, at this point, as the Committee membership and the architects begin to develop the building plan, the project schedule will fall into place.

Fusco Corporation representative Brian Calvert reminded Committee members, however, that emphasis must be placed on the main design quickly as quickly as possible as material and information must be submitted to the State Department in a timely manner.

Review of Project Budget

It was determined that a more definitive budget spending pattern will be established once Fusco Corporation representatives come up with estimated costs for the building project.

Invoices

There were no invoices submitted for approval and action at this meeting session.

Other Business

Status of Form ED-049

Mr. Belden stated that he had compiled all resolutions and back-up papers that are part of the State's package. He will forward the form to representatives from the architectural firm during the coming week for completion of questions directly related to the building project. All materials will be forwarded to the State prior to June 30, 2009.

Environmental Consultant

Fusco Corporation representative Paul Mongillo was in attendance at this meeting session and explained his role as Environmental Consultant. He also stated that he would be creating a web site with three portals. One will involve showing documents pertaining to the project such as bids, designs, and general information on the project. Another will be a secure portal only available to the architects and the Committee membership. A code word will be necessary to access this portal.

The third portal will be available to the public at large including staff and the student body. It will offer milestones reached as the project progresses such as pictures, the project teams' information, and the like. This portal will also allow the public to ask questions and give feedback on the project's development. News and event information will also be available on this portal such as when the parking areas will be available, the movement of classes, and other pertinent information for the parent community.

Committee members agreed that this accommodation could be greatly appreciated by the public.

Mr. Smith stated that he has contacted Town Counsel in regard to the architect's and construction manager's contracts and that they will be meeting soon to expedite the process.

Hearing nothing further:

MOTION: (Mr. Baker, sec., Mr. Catlin) to adjourn the meeting.

So moved.

Affirmative: Mr. Baker, Mr. Catlin, Mr. Coppola, Mr. Roy, Mrs. Danko, Mr. Marcinek, Mr. Stanek, Ms. Gesek, Mrs. Jachimowski, Mrs. Legeza, Mr. Putorti, Mr. Kubik, Mr. Smith, Mr. Miller

The meeting was adjourned at 9:33 p.m.

The next meeting is scheduled for June 24, 2009, at 7:00 p.m., in the Chatfield School's Teachers' Lounge.

Submitted by:

Eugene Coppola