

Chatfield LoPresti School Building Committee
Regular Meeting Minutes
Tuesday, May 12, 2009
Chatfield School – Faculty Conference Room

Members Present: Don Smith, Pete Kubik, Judy Legeza, Sandra Gesek, Yashu Purtorti, Bruce Baker, Ray Catlin, Michael Marcinek, Paul Roy, Fred Stanek (7:07 p.m.)

Members Absent: Frank Conroy, Jay Hatfield, Gene Coppola, Phyliss Jachimowski, Mark Thompson, Trish Danka

Others Present: Board of Education Representatives – Rick Belden, Maryanne Mascolo
Architects: Bill Silver, Dean Petrucelli, Dan Fields
Construction Manager: Lynn Fusco, Joe Merhill, Brian Calvert

The meeting was called to order by Co-chairman Don Smith at 7:00 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. Roy to approve the minutes of the April 20, 2009 special meeting as presented.

For: Don Smith, Pete Kubik, Sandra Gesek, Yashu Purtorti, Bruce Baker, Ray Catlin, Paul Roy

Against: None

Abstain: Mike Marcinek, Judy Legeza

Not Present: Fred Stanek

Motion Passes

Motion: Mr. Baker, sec. Mr. Roy to approve the minutes of the April 28, 2009 special meeting as presented.

For: Don Smith, Pete Kubik, Sandra Gesek, Yashu Purtorti, Bruce Baker, Ray Catlin, Paul Roy

Against: None

Abstain: Mike Marcinek, Judy Legeza

Not Present: Fred Stanek

Motion Passes

Mr. Stanek joined the meeting at 7:07 p.m.

CORRESPONDENCE: Mr. Smith read correspondence into the record concerning the approval by the Board of Selectman of the appointment of Silver Petrucelli as the project architect and Fusco Corporation as the Construction Manager. The correspondence also indicated that the Town Counsel was to review and prepare appropriate contracts for the Architect and the Construction Manager. Mr. Smith also indicated that letters had been sent to the other architects and construction managers that had been finalists for the job. These letters notified them of the appointment of Silver Petrucelli and Fusco Corporation and thanked them for their participation in the process.

CONSTRUCTION MANAGER: Mr. Smith introduced the members of the construction manager team to the committee. No action was taken.

ARCHITECT: Mr. Smith introduced the architect team and Mr. Petrucelli, Mr. Silver and Mr. Fields updated the committee on the following items:

- The RFQ was utilized to draft the BSF revised AIA architect contract and it was presented to George Temple, Town Counsel, for his review. No contract has been presented to Silver Petrucelli by Town Counsel as of the meeting date.
- The architect team met with the education programming team on May 11th from 2:00 p.m. to 4:30 p.m. Mr. Petrucelli provided a high level overview of the items discussed with the education program team and

indicated that additional meetings had been scheduled for the specialty areas (i.e. music, art, special education). The architects provided a copy of the questionnaire that was distributed to the education programming team to facilitate the planning process. The next meeting with the education programming team is scheduled for May 20th at Central Office.

- Mr. Kubik requested clarification regarding the dissemination of information to the members of the committee and to the general public. Fusco Corporation indicated that they had experience in this area on other projects and would host the web site for dissemination of information.

PROJECT SCHEDULE: Mr. Fields distributed and reviewed the draft project schedule with the committee. Discussion ensued regarding coordination of the timeline with the construction manager, possible areas of concern such as code approvals, timing of bid awards to allow for work to start in the Summer, 2010, timely integration of engineering concepts in the schematics, RFQ for a commissioning agent, and possible phasing of the project. Mr. Calvert requested the current asbestos management plan and Mr. Belden indicated that he would forward a copy. Mr. Calvert also discussed the constructability of other features of other architect plans as presented to the committee during the presentation process. It was indicated that the project schedule was still a work in progress.

PROJECT BUDGET: Mr. Smith distributed a revised project budget to the committee, which reflected the revised architect and construction manager costs per the RFQ process. Mr. Smith indicated that the savings in the architect and construction manager fees were added to the project contingency.

MOTION: Mr. Purtorti, sec. Mr. Marcinek to approve the revised project budget as submitted by Mr. Smith.
For: Don Smith, Pete Kubik, Sandra Gesek, Yashu Purtorti, Bruce Baker, Ray Catlin, Paul Roy, Fred Stanek, Mike Marcinek, Judy Legeza

Against: None

Abstain: None

Motion Passes Unanimously

APPROVE INVOICES: No invoices were presented for review and approval.

OTHER BUSINESS: Mr. Belden indicated that he is working on the ED049 and plans to complete and submit it to the School Facilities Unit by the end of May. Mr. Smith indicated that it would be advisable to establish a formal second meeting date each month going forward, as the project will require decision making in a timely manner to stay on schedule.

MOTION: Mr. Baker, sec. Mr. Roy to add the 4th Wednesday of each month to the Chatfield Lopresti School Building Committee calendar as a regular meeting.

For: Don Smith, Pete Kubik, Sandra Gesek, Yashu Purtorti, Bruce Baker, Ray Catlin, Paul Roy, Fred Stanek, Mike Marcinek, Judy Legeza

Against: None

Abstain: None

Motion Passes Unanimously

MOTION: Mr. Baker, sec. Mr. Marcinek to adjourn the meeting at 8:13 p.m.

For: Don Smith, Pete Kubik, Sandra Gesek, Yashu Purtorti, Bruce Baker, Ray Catlin, Paul Roy, Fred Stanek, Mike Marcinek, Judy Legeza

Against: None

Abstain: None

Motion Passes Unanimously

The next meeting of the committee will be held on Wednesday, May 27th at 7:00 p.m. at the Chatfield School Faculty Conference Room.