

**FAIRFIELD WOODS BUILDING COMMITTEE SPECIAL MEETING**  
**Thursday, October 14, 2010**  
**7:00 pm**  
**Fairfield Woods Middle School Library/Media Center**  
**1115 Fairfield Woods Road**  
**Fairfield, CT 06825**

**FINAL MINUTES**

Members Present: Bill Sapone, Jennifer Tierney, Rich Kornutik, Neal Fink, Victor DeMaria, Kim Marshall (7:22 pm), Doreen Battimelli (7:35 pm)

Members Absent: Chad Stewart, Dan McKnight

Others Present: Nate Tuttle, Sal Morabito, Tom Cullen, John Fallon, Brian McDonald, Ralph Martin, Tim Yahn, Greg Hatzis, Judy Ewing, Brigid Quinn, Ken Flatto, neighbors

I. Call to Order

Chairman Bill Sapone called the meeting to order at 7:10 pm. Mr. Sapone took some items out of order since Mr. Fallon had to leave the meeting early.

II. Status update on P&Z application and BSF meeting preparation

Attorney John Fallon reported that the TPZ hearing is scheduled for Tuesday, October 26, 2010 at 8:15 pm at McKinley School. He said the decision will most likely be made at the November 9, 2010 TPZ meeting. Mr. Fallon reviewed the two applications to be presented: 1) the amendment requesting relief for the additional coverage, and 2) the general Special Exception application and site plan approval for a non-residential project in a residential area. He suggested that the Chair speak for the Committee at the hearing and asked how the presentation went at the BOE meeting. Mr. Sapone said the BOE unanimously approved the drawings and specifications. Neal Fink asked if the TPZ's decision is subject to appeal. Mr. Fallon said yes---an appeal can be made within 15 days of the TPZ's decision which is published in a newspaper the Friday after the action. Mr. Fink asked if the traffic study covers the BOE's Feeder Plan. Mr. Fallon explained that capacity usually drives an application, but the traffic consultant had based his information on an enrollment of 900, instead of the capacity of 840. Mr. Fallon said traffic patterns and parking will be key issues. Mr. Fink asked if the tree warden's approval was needed before the TPZ public hearing and decision. Mr. Fallon said it's typical to not have the tree warden's approval before the TPZ's approval of the plan. Mr. Fallon will make the Commission aware of the Tree Warden's comments, but he said that in his opinion, the Tree Warden's comments and recommendations would not materially affect the plans.

III. Review and approve drawings and specifications

Nathan Tuttle, TSKP, reviewed the drawings with the Committee. He reported several issues that had been brought up at a meeting with the Tree Warden that was held today. The Tree Warden asked that the tree in the drop off area be kept and that the roadway and walkway be reconfigured so that the tree could be saved. He suggested reducing the 10 foot bus curb cut to five feet and use walk-in pavers. The Tree Warden requested more greenery by the tennis courts for screening purposes. The Tree Warden wanted fewer plantings along the fencing at the property line so that the plantings could have room to grow and fill in over time.

The Tree Warden suggested that honey locusts be planted in the existing planters and he suggested that the pavers be arranged from 3:00 - 6:00 instead of the original plan.

At that point, a neighbor came forward to point out the location of her property and asked for appropriate screening, and it was agreed to add some screening in that area. Jennifer Tierney asked about having a left turn signal at the traffic light on Fairfield Woods Road. Mr. Sapone said he attended a recent Police Commission meeting and the police are redoing the timing of that light and adding lines on the road. There was some discussion about the access road as well. Ms. Tierney made a motion to approve the drawings and specifications. Rich Kornutik seconded the motion which carried unanimously.

#### IV. Review of soft cost accounting and project phasing

Mr. Sapone would like Malkin Construction to keep track of all budget costs for the project, just as they are doing now for the Stratfield project. Malkin submitted a handout with their proposal. A not-to-exceed amount of \$46,560 has been suggested. Tim Yahn from Malkin said that the arrangement with Stratfield BC had included a three month trial and then an adjustment to the NTX amount. Mr. Sapone requested that this be done on a time and materials basis. Mr. Yahn said they could do that and that he will provide a rate schedule. Ms. Tierney made a motion to approve Malkin keeping track of budget costs on that basis. Doreen Battimelli seconded the motion which carried unanimously.

Ralph Martin from Malkin reviewed the construction plans. Phase 1 would consist of the demolition of the wing that is to be replaced, starting in December. The project would go out to bid in January, and Phase 2, the new construction of the classroom wing would be started in February to be finished by September. Then the parking lot work would begin and the auditorium work would be started in April. Summer work would focus on the cafeteria and internal work. While the internal work should be done in time, Mr. Martin said that the cafeteria work was the most difficult to predict because of the installation of equipment and the scheduling of health department inspections. There may be need for an alternative food service plan in the fall, to cover the month of September. Tom Cullen said that there may be a way to start the work in May with alternative food services to get an earlier start. The auditorium will not be finished until January 2012 so the stage in the gym may not be demolished until after that due to fall and holiday events which would take place in the existing gym.

Principal Greg Hatzis raised some questions about fencing and access to exits behind the school. Mr. Martin answered all questions and at the Chair's request, said he would provide a phasing chart. Mr. Martin said he will be talking with the Fire Marshall and TSKP about temporary walls and doors, as well.

#### V. Review and approve invoices

Questions were raised and answered about the breakdown and tax information for the invoices presented for approval. It was noted that the invoice approval amount had the taxes deducted and a motion was made by Mr. DeMaria to approve the invoices, totaling \$183,541.88, seconded by Jennifer Tierney. The payment of the invoices was approved unanimously.

## VI. Public Comment

Mr. Hatzis said that he had met with TSKP and the teachers about the furniture selections. There was an issue about the way the science rooms were to be arranged and whether there was enough space between stations for movement. Safety is the first concern. The situation will be reviewed. If a revision is needed after the plans go to BSF, they may need to go back again. There is also a concern about pillars in the proposed computer space which is now the boiler room. Mr. Hatzis suggested switching the computer room with an adjacent area.

The Chair said that no new business can be brought up at a Special Meeting. It will be discussed at the regular meeting next week.

## VII. Adjourn

Mr. DeMaria made a motion to adjourn, seconded by Doreen Battimelli, which passed unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary