

## **FAIRFIELD WOODS BUILDING COMMITTEE MEETING**

**Thursday, December 2, 2010**

**7:00 pm**

**Fairfield Woods Middle School Library/Media Center**

**1115 Fairfield Woods Road**

**Fairfield, CT 06825**

### **FINAL MINUTES**

Members Present: Bill Sapone, Rich Kornutik, Jennifer Tierney, Neal Fink, Victor DeMaria  
Members Absent: Kim Marshall, Doreen Battimelli, Chad Stewart, Dan McKnight  
Others Present: Randall Luther, Mark Corcoran, Ken Flatto, Judy Ewing, Sal Morabito, Perry Liu, Brian McDonald, Tim Yahn, Ralph Martin, Twig Holland, Greg Hatzis

#### **I. Call to Order**

Chairman Bill Sapone called the meeting to order at 7:07 pm.

#### **II. Approve Minutes**

After review, Neal Fink made a motion to approve the minutes. Rich Kornutik seconded the motion which carried unanimously.

#### **III. Election of Officers**

Mr. Sapone indicated that officers for 2011 needed to be elected in December. After some discussion, Victor DeMaria made a motion to keep the same officers for 2011 (Bill Sapone-Chair; Doreen Battimelli-Vice-Chair; and Kim Marshall-Secretary). Jennifer Tierney seconded the motion which carried unanimously.

#### **IV. Review and Approve Invoices**

Mr. Kornutik made a motion to approve \$28,443.30 in invoices from TSK, John Fallon, and VanZelm Engineers. Mr. DeMaria seconded the motion which carried unanimously.

#### **V. Architect Update**

Randall Luther of TSK reported that the peer review is completed and the drawings are now being reviewed by an outside reviewer. A structural engineer has already completed his review. Then they will go to BSF for final approval. The next step is to finalize the FF&E. Mr. Luther gave the Committee a handout on floor plans of various parts of the school with the placement of the new furniture to be ordered. He reviewed each page and mentioned some recent changes which included moving a computer room and converting the old boiler room to a storage room, different mill work for the science, special ed, and art rooms, use of regular desks in the science rooms to provide seating flexibility, and folding round tables with attached seating for the cafeteria. The plan is to order the cafeteria tables early enough for use in the gym for temporary lunch seating next spring. Mr. Sapone asked how handicapped access would be accommodated. Mr. Hatzis said seats can be removed at these tables. It was noted that another area for counseling services would need furniture. There is also a team room and a staff lounge and storage space in that area. There was a discussion on the size of two of the new classrooms, which were made smaller because of site limitations. Principal Greg Hatzis said the smaller rooms for 22 students could be used for special ed and world language.

Mr. Luther said that the FF&E designer would be at the next meeting to present to the Committee the FF&E design, with cuts of materials and cost estimates for the proposed FF&E items. Mr. Sapone said he would put this item on the next agenda.

#### VI. Construction Update

Ralph Martin said that there had been a walk through for bids on the construction work for the science wing. The bids are due on December 15, 2010. Malkin is continuing to review the drawings.

#### VII. New Business-None

#### VIII. Public Comment

Mark Corcoran asked some questions about the size, location and noise level of the emergency generator. Mr. Martin said it would be 4' x 8' x 6' and will have shrubs around it. It would only go on in the event of a power failure for the fire pump, lights and refrigeration. He didn't think it would be heard unless there was also a fire emergency at the same time. The school will not be an emergency shelter site, as there are three others in town. He said he would check on the anticipated noise level, and Mr. Sapone asked him to provide more information on the selection of the generator for the next meeting.

Mr. Hatzis said he would like to run a night session for parents regarding precautions for safety at 6:30 pm prior to the next Committee meeting, and welcomed the building committee members to attend.

#### IX. Adjourn

Mr. DeMaria made a motion to adjourn the meeting at 7:38 pm. Mr. Kornutik seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary