

**FAIRFIELD WOODS BUILDING COMMITTEE MEETING**

**Thursday, January 6, 2011**

**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, Dan McKnight, Jennifer Tierney, Kim Marshall, Doreen Battimelli, Neal Fink (arrived 7:32 pm)

Members Absent: Chad Stewart, Vic DeMaria

Others Present: Sal Morabito, Phil Ryan, Brian McDonald, Ralph Martin, Nate Tuttle, Perry Liu, Judy Ewing, Greg Hatzis, Dick Saxl, Bhavik Vaghela

**I. Call to Order**

Chairman Bill Sapone called the meeting to order at 7:05 pm.

**II. Approve Minutes**

Rich Kornutik made a motion to approve the minutes. Dan McKnight seconded the motion which carried four in favor with one abstention from Jennifer Tierney.

**III. Review and Approve Invoices**

Ms. Tierney made a motion to approve the invoices in the amount of \$37,123.88. Mr. Kornutik seconded the motion which carried 5-0.

**IV. Review and Approve Furniture, Fixtures and Equipment Design/Budget**

Nathan Tuttle reviewed the FF&E budget which had been distributed to the Committee. The amount budgeted was \$550,000, \$50,000 of which is for design fees. There was a question about the Storage and Adjustable Shelving Allowance in the amount of \$20,000 to make sure that it wasn't in the construction budget. Two areas which may be considered for money reallocation to the library include the Art Classrooms B157 and B159 and Art Office B158 in the amount of \$40,665.00, which reflected a request for new furniture but not for new programs so it is exempt from state reimbursement; and Music Rooms Band C156, Instrument Storage C156A, Orchestra C160, Choral C162, Storage C153 & C155 in the amount of \$40,700.00. Principal Greg Hatzis said that the used furniture in the art rooms could be retained, but that the music storage space was needed because of the anticipated increased enrollment.

Mr. Tuttle said that the requests are within budget and the bidding could result in savings. The AV allowance is for the Auditorium. Additional AV (projectors) are needed for the classrooms and library. It was suggested to list the projectors and new furniture under "Deduct Alternate." The Committee, upon considering that the bidding may be favorable, agreed to this idea. Approval is needed prior to the presentation to the Board of Education on January 13, 2011.

Mr. Kornutik made a motion to approve the FF&E package and budget contingent upon adjustments and the final number be authorized by two people, Bill Sapone and Jennifer Tierney. Mr. McKnight seconded the motion which carried 6 -0 – 1, Fink abstaining.

#### V. Construction Update

Ralph Martin introduced Bhavik Vaghela who will serve as project engineer. He then reported that the demolition has been completed and cleaned up. It will be inspected soon. There is still one piece of equipment on site. He also said that the Town pruned some trees to make room for the construction trailer. They want to get the office set up. Sal Morabito has been helpful in obtaining some file cabinets and desks, and in providing some contacts.

Mr. Martin gave the Committee a handout on the mobilization breakdown from January 2011 to June 2011. He reviewed the items that make up the \$33,524.00 budget which includes electrical hook-ups and signage, and a copier and office supplies. Ms. Tierney made a motion to approve Malkin putting in the trailer at the site. Mr. McKnight seconded the motion which carried unanimously.

Mr. Tuttle said that there will be a meeting on Thursday, January 13, 2011 with the Building Department about the local peer review process. Everything will be reviewed before going to the state.

Mr. Martin said he will provide dates and put the bid forms together and put the ad in the paper and wait for responses. The process takes three to four weeks. They hope to have everything in order for the February break. The elevator abatement work will be done over the April break. They plan a six days a week schedule with some long hours.

Ms. Sapone asked Mr. Tuttle about plans for the screening of the generator and reconfiguration of the bus loop. Mr. Tuttle reported that there would be a 5' masonry wall to screen the generator. He will talk to Randall Luther about the bus loop. Mr. Sapone said he'd like to see the plans at the next meeting.

#### VI. New Business-None

#### VII. Public Comment-None

#### VIII. Private Executive Session-Litigation

Ms. Tierney made a motion to enter into private executive session at 7:55 pm. Doreen Battimelli seconded the motion which carried unanimously. Mr. Sapone made a motion to end private executive session at 8:50 pm. Mr. Kornutik seconded the motion which carried unanimously.

#### IX. Adjourn

Mr. Kornutik made a motion to adjourn the meeting at 8:51 pm. Neal Fink seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary