

**FAIRFIELD WOODS BUILDING COMMITTEE
MEETING
Thursday, April 5, 2012
7:00 pm
Fairfield Woods Middle School Media Center
1115 Fairfield Woods Road
Fairfield, CT 06825**

FINAL MINUTES

Members Present: Bill Sapone, Dan McKnight, Kim Marshall, Vic DeMaria (arrived at 7:17 pm)
Members Absent: Rich Kornutik, Neal Fink , Chad Stewart, Jennifer Tierney, Doreen Battimelli
Others Present: Sal Morabito, Randall Luther, Ralph Martin, Tim Yahn, Greg Hatzis, Judy Ewing, Mark Corcoran, and two other neighbors

The meeting started shortly after 7 pm without a quorum. The first topic of discussion was landscaping. Ralph Martin reported that he and Mark Roning, the landscaper, had walked the exterior of the building and discussed what needed to be done.

Mark Corcoran, a neighbor reported that an agreement he has with the Town has not been followed. He said Tree Warden Ken Placko had met with the landscaper, Mark Roming, and decided to change the agreement. Mr. Sapone said he was unaware of Mr. Placko's decision. Mr. Corcoran said trees and existing screening along his property had been removed and the plantings were a different species and planted too far apart. Mr. Corcoran wants to meet with Ken Placko and Mr. Roming in the next week. Mr. Sapone said that this issue is with the town, not the Committee.

Mr. Sapone asked Ralph Martin if plantings will be marked for the neighbors before they are landscaped, and also to arrange a meeting between Mr. Roming and Mr. Corcoran to review possible revisions to the planting plan by his property.

I. Call to Order

After a fourth member arrived, Chairman Bill Sapone called the meeting to order at 7:17 pm.

II. Review/Approve Landscaping Corrections/Changes

Vic DeMaria made a motion to approve proposed change order no. 00066 in the amount of \$5,038.32 for additional landscaping. Kim Marshall seconded the motion which carried 4-0.

III. Approve Minutes

Mr. Sapone made a motion to approve minutes of February 2, 2012. Mr. DeMaria seconded the motion which carried 3-0-1, Dan McKnight abstaining. Mr. McKnight made a motion to approve minutes of March 8, 2012. Mr. Sapone seconded the motion which carried 3-0-1, Kim Marshall abstaining.

IV. Architect Update/Roofing Report Review

Mr. Sapone wrote a report on the roofing that he discussed at a recent BOS meeting. Mr. McKnight made a motion that the Committee approve the report that Mr. Sapone drafted for the public. Mr. DeMaria seconded the motion which carried 4-0.

Mr. Luther said the project is coming to an end and it is in the punch list phase. Malkin is preparing its own punch list.

V. Construction Update

Mr. Martin said that Malkin would probably not be able to get a full CO before the first event in the auditorium scheduled for April 11, 2012. He expected that there would be a TCO. If the Fire Marshall had issues, then firemen will be put on duty during the April 11, 2012 event. There are no known life safety issues, but the Fire Marshall will walk the site and there will be fire alarm tests and fire drills next week before the event. All work will be completed by May 1, with closeout beginning in June. Mr. DeMaria asked if the front door to the school could be painted. Sal Morabito said he will look into this.

VI. Review/Approve Applications for Payment

Mr. DeMaria made a motion to approve the current payment due to Malkin Construction in the amount of \$733,507.30. Mr. McKnight seconded the motion which carried 4-0.

VII. Review/Approve Soft Costs for Payment

Mr. Sapone made a motion to approve the Soft Cost invoice totaling \$35,834.50. Ms. Marshall seconded the motion which carried 4-0.

VIII. Public Comment

Mr. Corcoran asked if the light path is still on. Mr. Martin said it will be done Friday morning. Mr. Corcoran asked when the project is wrapping up. Mr. Martin said construction is completed by the end of April. Mr. Sapone said commissioning has to be done so the project should be complete by the end of August. Mr. Corcoran asked about timers in the parking lot lights. Mr. Martin said he will look into this. Mr. Corcoran thought the lights would go on only when there is an event. Mr. Morabito said he didn't recall that and that's not normal operating procedure. Another neighbor asked when the light in the stairwell would be turned off at night. This would be part of the programming. Mr. Morabito said that construction lighting would continue on site until the project is finished and the training on all systems is completed.

The neighbors on the Fairland side asked about when to expect their landscaping. They were told that all of the landscaping/screening will be completed in the next few weeks and they would be informed about the plans.

IX. Adjourn

Mr. McKnight made a motion to adjourn the meeting at 7:58 pm. Mr. Sapone seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary