

FAIRFIELD WOODS BUILDING COMMITTEE SPECIAL MEETING

Thursday, March 21, 2013

7:00 pm

First Floor Conference Room

Independence Hall

725 Old Post Road

Fairfield, CT 06824

FINAL MINUTES

Members Present: Bill Sapone, Chair; Neal Fink, Doreen Battimelli, Kim Marshall
Members Absent: Chad Stewart, Jennifer Tierney, Vic DeMaria, Dan McKnight, Rich Kornutik
Others Present: Sal Morabito, Judy Ewing

I. Call to Order

Chairman Bill Sapone called the meeting to order at 7:15 pm.

II. Review Commissioning Status and any outstanding technical/construction issues
Bill Sapone opened the meeting advising that the reason for calling the special meeting was to review the status of the budget and commissioning and to discuss steps towards disbanding the building committee.

There was a discussion on the state of the commissioning. There have been long and frustrating delays in getting the final commissioning completed. A projected date of March 22, will not occur due to further delays in updating control programs on installed equipment. It is hoped that significant progress can be made before the April 4 meeting.

III. Review/Approve Change Order Items, if any/Review/Approve Applications for Payment, if any/Review/Approve Soft Costs for payment, if any

Mr. Sapone advised the committee that at present, there was a projected overage of about \$25,000 but that this was not a final number. There were six subcontractors whose contracts had not yet been closed out as there were issues concerning back charges. The purchasing department provided a letter to Malkin to pass on advising that the back charges were proper and part of the contracts which they signed. It was expected that with the provision of the letter, that the final close outs could take place in relatively short order.

There is the issue of an outstanding invoice for \$20,000 that was received from HB Communications. There was some discussion on how the invoice could be handled, but it was felt that the committee could not approve any invoice so long as there appeared to be an overage, and this item was put off till the April 4 meeting.

Sal Morabito advised the committee to request an updated cost report from Malkin. It was discussed that the committee should have updated cost reports by the next committee meeting of April 4. Mr. Morabito advised that there are also issues with supplying the proper paperwork for supporting reimbursement by BSF of the change order work.

There was a discussion on the proposal for correcting the isle lighting in the auditorium. The initial estimate was quite high and the committee is seeking to obtain a better idea of the cost from another source. Whether this can be addressed as part of the project will depend on whether there is any money left in the budget.

The Chair said that all of these issues will be discussed in more detail on Thursday, April 4th, at which time he would like to vote to disband the committee and turn all remaining issues over to the town.

IV. Review/approve process for disbanding the FWBC
There was no discussion on this item.

V. Public Comment-None

VI. Adjourn
The meeting was adjourned at 7:50 pm.

Respectfully submitted,

William Sapone
Chair