

Penfield Building Committee
Special Meeting
Old Town Hall
611 Old Post Road
Fairfield, CT. 06824
Thursday, September 29, 2016
penfieldcommittee@town.fairfield.ct.us

Present: Mr. Bradley, Mr. Bass, Mr. Graceffa, Mr. Pitaniello, Mr. Speciale (skype/phone),

Mr. Bellitto, Mr. Plotkin, Mrs. Nelson

Not Present: Mr. Zieff

Others Present: Mr. Vincent, Mr. Procino, Mr. Whalen, Mr. Chamberlain, Ms. Dyer, Mr. Danton

- 1. Call to Order**
 - a. Mr. Bradley called the meeting to order @ 6:10 pm
- 2. Confirmation of Quorum**
 - a. Quorum confirmed
- 3. Confirmation of Meeting Agenda and Order**
 - a. Special Meeting limited agenda confirmed
- 4. Report from Shawmut Design & Construction regarding project status, schedule, 90 day look ahead schedule and construction budget.**
 - a. Project remains on or ahead of schedule
 - b. Building is moved back, 75-80% secured to foundation
 - c. East Wing Addition is up, deck is framed, West Wing interior work is beginning
 - d. Plumbing: Pressure testing underway. Some repair issues due to valve freezing
 - e. Electrical: testing begun, no major issues thus far
 - f. Mechanical: testing will begin once building is powered up
 - g. Parking lot: paving scheduled for November, grading begins this month
- 5. Report from Colliers International regarding total project budget status, open and pending change orders.**
 - a. Current risks: custom steel retro-fit plates and mechanical inspections
 - b. a. Concrete strength testing is being monitored as related to 12 short foundation support columns under East Wing and porch. Sealing or jacketing of some work (for longevity) may be necessary
 - c. Remaining Owners Contingency: \$279,600
- 6. Report from DeStefano & Chamberlain regarding project status, design and quality.**
 - a. Kevin Chamberlain presented a summary of current, expected, and potential change orders for the project

- b. The timing of approving and implementing the bio-swale landscaping was discussed.
 - c. The design option for modifying the manufacturer of the cable rail and a slight modification of the railing and handrail design to accommodate
- 7. Review and approve scope and cost to add landscape features to parking lot bio-swales.**
- a. There was concern that due to the pending mechanical inspection of existing equipment, the project may not have the contingency available to accommodate the additional \$34,540 cost
 - b. Mr. Graceffa made a motion for approval, seconded by Mr Belitto. Yes: None. No: Unanimous. Abstention: None.
 - c. Matter was tabled pending better understanding of remaining contingency.
- 8. Review and approve scope and cost for handrail redesign**
- a. Kevin Chamberlain presented a new design option for the cable-rail railing system. There is concern that the current selection would not provide the ability to repair and/or adjust the cables over their lifespan.
 - b. The new cable-rail system is face attached rather than through post. Mock-up testing was performed and the aesthetics and performance was deemed acceptable. Photos of mockup were distributed.
 - c. D&C and Shawmut were instructed by the committee to investigate stronger cable anchor connections (deeper attachment screws/lag bolts) due to concerns about pull out.
 - d. The total additional cost would be \$8,893.
 - e. Mr. Belitto made a motion for approval, seconded by Mr Graceffa. Yes: Unanimous. No: None. Abstention: None.
- 9. Presentation review and approval of outstanding invoices.**
- a. DeStefano & Chamberlain #5704 for \$10,910.00 invoice
 - i. Belitto motion, Graceffa second, unanimous approval
 - b. Colliers #16523 for \$6,564.78 invoice
 - i. Belitto motion, Pitaniello second, unanimous approval
 - c. Shawmut #11 for \$295,045.88 invoice
 - i. Belitto motion, Graceffa second, unanimous approval
 - d. Shawmut CR #006 for \$1,326 change request
 - i. Belitto motion, Graceffa second, unanimous approval
 - e. Shawmut CR #007 for (\$2,423) change request
 - i. Belitto motion, Graceffa second, unanimous approval
- 10. Adjournment**
- a. Mr Belitto made a motion to adjourn, Mr Pitaniello seconded. Unanimous. Meeting adjourned at 8:15

Andrew Graceffa, Secretary
 Ellen Marks, Recording Secretary

DRAFT MINUTES SUBJECT TO REVIEW, CORRECTION AND APPROVAL BY THE PENFIELD BUILDING
COMMITTEE OF THE TOWN OF FAIRFIELD