

**Penfield Pavilion Building Committee**  
**Monday October 25, 2010**  
**Sullivan Independence Hall**  
**725 Old Post Road**  
**Fairfield, Connecticut**

**Present:** Mr. Kelly, Mr. Galle, Mr. Jones, Ms. Crowley, Mrs. Dyer

**Absent:** Mr. Gallagher, Mr. Pesci, Mr. Plotkin, Mr. Convertito, Mr. Tanguay

**Others:** Mr. White, Mr. C. Wiles

**I. Call to Order**

Mr. Galle called the meeting to order at 6:35 p.m.

**II. Review of Minutes**

Mr. Galle read the minutes to the Committee. Mr. Jones made a motion to accept the minutes as read. Mrs. Dyer seconded the motion. Four in favor. One abstention. The motion passed.

**III. Discussion and vote on Change Order Team**

Mr. Kelly said that he thought a change order team for the \$150,000 contingency would help to stream line the process. Mr. White said that \$15,000 would be helpful. Mr. Kelly made a motion for the PBC to approve Mr. Gallagher, Mr. Jones and Mr. Kelly as a review team and authorize them to approve change orders, by a majority of the team, not to exceed \$15,000 per change order and to bring that change order to the full committee at the next scheduled meeting. Mr. Galle seconded the motion. All in favor – the motion passed.

**IV. Public Comment**

Ms. Crowley said that it is a bonus that the Change Order team members are on the TFC.

**V. New Business**

Mr. White said that change order #1 is in place. This change order concerns the 100 piers that form the foundation for the system. They require fabrication and are marine galvanized. He initially got quotes in the range of 260-300/unit with a delivery time of 3+ weeks. The contractor said he would contact his vendors. He came back with a quote of \$17,890. Mr. White thought it was an advantage that this work would be done via the contractor. This dollar amount is already a line item in the Penfield project budget and does not come from the project contingency. Mr. Kelly made a motion to approve \$17,890 for change order #1 to be paid to Secondino for glulam seats. Ms. Crowley seconded the motion. All in favor – motion passed.

Mr. White reported that work began on Oct. 14, 2010. The industrial hygienist identified the asbestos to be removed. Demolition started today. The neighbors were notified. The building permit is signed. The utilities are disconnected. A final decision has been reached concerning the pole for the transformers. It will be brought back to the edge of the parking lot near the trees. DPW is building 100 wood forms. Mr. White has ordered the low bid for the dumpsters which will take away the demolition material. The industrial hygienist will do a mass balance calculation of the material to be removed. Leaded material will go to a special landfill and the rest will go to a regular landfill. Mr. White passed out minutes from the Contractor's Construction Meeting.

**VI. Adjourn**

Mr. Kelly made a motion to adjourn. Mrs. Dyer seconded the motion. Meeting adjourned at 7:17 p.m.

Patti Dyer, Secretary

Ellen Marks, Recording Secretary