

**SPECIAL PROJECTS STANDING BUILDING COMMITTEE MEETING**

**Monday, May 9, 2011**

**5:30 pm**

**First Floor Conference Room**

**Independence Hall**

**FINAL MINUTES**

Members Present: Rich Speciale, Al Kelly, Mike Giaquinto, Pam Iacono

Members Absent: Miriam Frank, Len Amato, Jerry Keough

Others Present: Sal Morabito, Eileen Roxbee, George Wiles, Brandt Jobst, Craig Wiles, Judy Ewing, Sherri Steeneck, Meredith McCormack, and another PTA Rep

**I. Call to Order**

Chairman Rich Speciale called the meeting to order at 5:40 pm.

**II. Approve Minutes**

There was a question about a previous correction made by Al Kelly regarding the sentence in item II about Mr. Kelly's correction concerning Turner's invoices in the amount of \$17,000 versus \$18,000. Mr. Kelly made a motion to approve the minutes. Mike Giaquinto seconded the motion which carried 3-0-1, Pam Iacono abstaining.

**III. Approve Invoices**

An invoice was submitted by Turner Construction for \$15,000 for scheduling services. Ms. Iacono made a motion to approve Turner's invoice in the amount of \$15,000. Mr. Kelly seconded the motion which carried unanimously.

There were two invoices from Wiles Architects: one was for construction drawings in the amount of \$11,757.80; another was for reimbursables in the amount of \$1,016.71. Ms. Iacono made a motion to approve both invoices. Mr. Giaquinto seconded the motion which carried unanimously.

**IV. Update by Professionals on Sherman**

Brandt Jobst announced that there will be a pre-bid walk-thru at the school on Wednesday, May 11, 2011 at 3:00 pm. May 20, 2011 is the last day to ask questions. There might be an addendum sent by the Purchasing Department by May 23, 2011. There is a Code Enforcement meeting scheduled for Tuesday, May 17, 2011 at 9:30 am. Attorney John Fallon will attend that meeting. The bids are due on June 1, 2011. There are four bids so far. Mr. Kelly wants all updates on the Town's website.

Mr. Jobst asked some procedural questions about the need for a BOE review. Mr. Kelly said to send all notes by PDF. Mr. Kelly would like Sal Morabito and Eileen Roxbee to study the drawings.

There was some discussion about the walk-thru at 3 pm because school is in session until 3:30 pm. About 40 people are expected. Parking and traffic will be a problem.

Mr. Kelly asked if unit prices are available for signage, lighting and other extras that may be needed.

Mr. Kelly requested that the Fiscal Officer provide the Committee with an update ledger accounting for expenditure of monies.

#### V. Project Schedules

The project schedule was discussed. Mr. Speciale asked the following questions: will it be done in phases, what are the start and end dates, and whether there are any scheduled activities at the school during the summer. Principal Roxbee indicated there will be no activities taking place during the summer. George Wiles said the start date is June 20, 2011 and the end date is August 20, 2011. It is primarily a summer project. Principal Eileen Roxbee will be working in the library area. She will vacate the administrative area and would like that area to be done first. Alternative food arrangements can be made instead of eating in the cafeteria.

Concerns were expressed about the ordering and timing of getting the HVAC equipment. The roof top units could be installed on weekends if they are not received over the summer.

#### VI. New Business

The matter of a milestone schedule was discussed again. After the bids come in, a special SPSBC meeting may be needed on June 6, 2011.

#### VII. Public Comment

Judy Ewing asked about a reference to the need for Premium Time and if there is money for it since the budget is tight. She also asked if the Penfield Building Committee had gone back to the Town for more money for Premium Time. Mr. Kelly said the Building Committee did not go back to the Town for additional money.

Mr. Kelly raised questions about the need to hire William Meyers for moving and storage on site, and asked for an estimate. He asked about money in the budget for it. Mr. Kelly said Mr. Morabito will be involved in the coordination of the moving company. Mr. Speciale brought up possibility of using the Annex for storage. Mr. Speciale also expressed concern about funding any rental of storage facilities that are exempt from FEMA.

#### VIII. Adjourn

Ms. Iacono made a motion to adjourn the meeting at 6:42 pm. Mr. Kelly seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary