

## **SPECIAL PROJECTS STANDING BUILDING COMMITTEE MEETING**

**Monday, October 31, 2011**

**5:30 pm**

**First Floor Conference Room**

**Independence Hall**

### **FINAL MINUTES**

Members Present: Rich Speciale, Al Kelly, Jane Purcell, Gerard Keough

Members Absent: Len Amato, Pam Iacono, Mike Giaquinto

Others Present: Sal Morabito, Twig Holland, Eileen Roxbee, Judy Ewing

#### **I. Call to Order**

Chairman Rich Speciale called the meeting to order at 5:33 pm.

#### **II. Approve Minutes**

Jerry Keough made a motion to approve the minutes of July 25, 2011, August 1, 2011, August 12, 2011, September 6, 2011 and October 3, 2011. Jane Purcell seconded the motion. Ms. Purcell made an amendment to add to Part IV of the minutes of the October 3, 2011 meeting regarding additional charges: "The cost was \$155,000 and there were no outstanding additional fees." Ms. Purcell also asked that the following sentence be removed from section IV in paragraph six in the August 12, 2011 minutes "Ms. Purcell commented that she thought it would be insignificant." Mr. Keough seconded the amendment which carried 3-0-1, Al Kelly abstaining. The main motion, as amended, carried committee approved the minutes by a vote of 3 - 0 - 1, with Al Kelly abstaining.

#### **III. Review and Approve Invoices**

Mr. Keough made a motion to approve invoices #5057, #5051, and #5050 which totaled \$3,000. Mr. Kelly seconded the motion which carried 3 - 0 - 1, Ms. Purcell abstaining.

#### **IV. Update of Contract Status**

Mr. Speciale gave a update on the contract status with THP. He said there was a recent meeting with all parties, including THP. When the insurance and other pertinent documentation is received, the contract will be signed. THP expects to have a shovel in the ground in two weeks. The RFI's will be distributed through a web site. Concerns were expressed about finding hazardous materials, mostly asbestos, in the walls and pipes. Sal Morabito said a report was distributed with the specs and there appeared to be no problems at this time. The floor tiles were abated previously. The radon report was okay; testing is done every five years. Mr. Speciale said there would be meetings every Wednesday at 8:00 am at Sherman School starting on November 9, 2011. Mr. Morabito was asked about the gas line issue previously reported. He responded that there is nothing further to report. Mr. Speciale said that the electrical equipment related to safety and security and the functioning of the school had to be relocated and this was not in the specs. Mr. Morabito distributed an estimate sent by Joe Mavaro for moving the equipment; parts and labor would not exceed \$12,000. Mr. Speciale asked for a sense of the Committee to ask the BOE to pay for this using the BOE person familiar with the system. Mr. Morabito said that AHC had the low voltage contract with the schools. Dick Jagoe of TPH would like an in house person to do the work.

The work is necessary to start the project, given that students are in the school. Ms. Purcell asked that the equipment be put back by THP and she would like it included in their budget and would like it in writing which Mr. Kelly said should be included in the minutes at the next meeting at Sherman School. Mr. Kelly asked if the Committee has the funds to pay for this item. Twig Holland said this cost is part of contingency. Mr. Kelly thought THP should handle this item.

Mr. Speciale asked Mr. Holland if an item like this would normally be approved by the Committee's subcommittee which consists of Mr. Speciale, Mr. Kelly and Len Amato. Ms. Holland said yes and two thirds has to approve such an item. Mr. Keough made a motion to relocate the complete intercom system, video security DVR and power supplies, bells, signaling circuits, telephone lines and fax lines, parts and labor/time and materials not to exceed \$12,000. Ms. Purcell seconded the motion which carried 3-0-1, Mr. Kelly abstaining.

#### V. Timeline Estimate for Construction Start, Phasing and Finish

Mr. Speciale and Ms. Holland then reported on the contract timeline. Ms. Holland signed the contract Friday; the First Selectman signed it today; the documentation from THP should be delivered soon, and the contract should be signed by THP Wednesday or Thursday. Mr. Speciale also brought up the issue of a request by THP for 10 sets of drawings. The Committee has been asked to authorize paying for these. It would come out of soft costs. Some members felt that the architect should provide them. Ms. Purcell said that's why she previously asked to see the contract. Ms. Holland said that drawings are usually provided by the construction manager under general conditions. She also said that it was not included in the contract. Mr. Speciale mentioned that the bidders were charged so there is money there. There was no estimate given, and action taken.

#### VI. Old Business-None

#### VII. New Business

Mr. Speciale discussed the invoice review process which will be undertaken by Ms. Purcell. He said not to expect any activity until the end of December, some in January and February, and then a slow down until June. Ms. Holland said the completion dates are February 20, 2012 for the two small additions, March 15, 2012 for the ventilation in the classrooms, and the HVAC work would be completed by mid-September. THP will be submitting invoices to Ms. Purcell prior to the meetings so that she can review them in a timely fashion.

#### VIII. Public Comment-None

#### IX. Adjourn

Mr. Keough made a motion to adjourn the meeting at 6:10 pm. Ms. Purcell seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary