

SPECIAL PROJECTS STANDING BUILDING COMMITTEE MEETING

Wednesday, February 22, 2012

5:30 pm

First Floor Conference Room

Independence Hall

725 Old Post Road

Fairfield, CT 06824

Final Minutes

Members Present: Rich Speciale, Al Kelly, Len Amato Gerard Keough

Members Absent: Mike Giaquinto, Jane Purcell, John Convertito

Others Present: Sal Morabito, Eileen Roxbee, George Wiles, Craig Wiles, Lawrence Secor, Judy Ewing

I. Call to Order

Chairman Rich Speciale called the meeting to order at 5:30 pm.

II. Approve Minutes

Al Kelly made a motion to approve the minutes. Jerry Keough seconded the motion which carried 3-0-1, Al Kelly abstaining.

III. Approval of Invoices

Mr. Kelly made a motion to approve THP Application #4 in the amount of \$351,619.32. Mr. Keough seconded the motion which carried unanimously.

Mr. Kelly made a motion to approve PCO #16 in the amount of \$71,732.89. Mr. Keough seconded the motion which carried unanimously. Mr. Kelly made a motion to approve PCO #15 in the amount of \$11,719.57. Mr. Keough seconded the motion which carried unanimously. Mr. Kelly made a motion to approve PCO #14 in the amount of \$2,977.30. Len Amato seconded the motion which carried unanimously. Mr. Kelly made a motion to approve PCO #13R in the amount of \$4,377.32. Mr. Amato seconded the motion which carried unanimously. Mr. Kelly made a motion to approve PCO #12R in the amount of \$1,246.16. Mr. Amato seconded the motion which carried unanimously. Mr. Speciale said PCO #16 goes against the FEMA upset figure which the Committee is pretty safely away from. Mr. Kelly said the Committee has the money to get to the end of the project, the ERV upgrade is under the FEMA limit and there's still a cushion for the FEMA limit. Mr. Secor said the project should be done about May 1. regarding PCO #16A, Mr. Speciale said these structural steel beams cannot accommodate the units so work is done to strengthen the steel. Mr. Kelly made a motion to approve PCO #16A in the amount of \$3,717.45. Mr. Keough seconded the motion which carried unanimously. Mr. Speciale said PCO #5 was denied and work for PCO #4 has not been done yet. Mr. Speciale will check with Ms. Holland about the AAIS form.

IV. Update by Architect

Craig Wiles gave a brief architect update about the new kitchen addition and the admin areas, and said that things were moving along on schedule. He said the roof was put on today. No

winter protection is needed.

V. Update by OCR

Mr. Secor reported on the roof work, the electrical work in the admin area, the asbestos abatement work, the walls, the addition to the all purpose room, and the window installations. He said he has looked at the drawings and specs and is satisfied that everything is in order and moving along. He will provide a schedule for summer work to the Committee. He also mentioned that additional shoring up of the beams in the admin area would be needed, and to anticipate an extra cost for this work.

VI. Old Business

Craig and George Wiles, Wiles Architects, explained an unresolved payment issue to the Committee. They said that they have not been paid since October for a monthly payment for construction supervision services, as per their contract. The agreed upon amount is a percentage of the original contract of \$1.9 M. The amount is \$1,900 per month.

There are several issues. Wiles claims that the Purchasing Director said she never saw the invoices, which they say they sent. The Committee claims they never saw the invoices in question so they haven't approved them for payment. Mr. Speciale suggested that the problem was due to another unresolved issue that involved a double payment to Connecticut Printing. Wiles said they tried to pursue it at the Purchasing Department and was told there was no money in that account. Since the original agreement was made, the project funding has been increased and they would like to get paid at a higher monthly rate.

The Committee listened to their issues, agreed that they deserved to be paid for their work, and urged them to get the issues resolved with the Purchasing Director. Wiles wanted to know why the Committee didn't have the latest invoice before them. (It was assumed that it was because the Purchasing Director had been on leave.)

Mr. Kelly made a motion that the building committee give permission through the Purchasing Authority to pay Wiles for this month's \$1900 for the monthly supervision of construction pending an invoice receipt confirmation from the Purchasing Authority. Mr. Keough seconded the motion which carried unanimously.

VII. New Business

Mr. Speciale brought up the matter of how the Executive Officers, who were previously authorized to approve expenditures up to \$15,000, should conduct business in accordance with FOI. He said they were to notice the meeting with the Town Clerk, and that two out of the three of them should be present to vote, and the vote should be recorded. Then there was some discussion about what to do in the absence of the Chairman.

Mr. Kelly made a motion to allow Gerard Keough to attend and vote in the absence of the Chairman. Mr. Amato seconded the motion which carried unanimously.

VIII. Public Comment

Principal Eileen Roxbee asked that she be notified ahead of time if the admin area move-in date in March was not going to be met.

IX. Adjourn

Mr. Amato made a motion to adjourn the meeting at 6:29 pm. Mr. Keough seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary