

SPECIAL PROJECTS STANDING BUILDING COMMITTEE SPECIAL MEETING
Thursday, November 8, 2012 5 pm
Basement Conference Room Independence Hall
725 Old Post Road Fairfield, CT 06824

Members Present: Rich Speciale, Gerard Keough, John Convertito, Len Amato

Members Absent: Al Kelly, Jane Purcell

Others Present: Sal Morabito, Twig Holland, Brandt Jobst, Judy Ewing

FINAL MINUTES

I. Call to Order Chairman Rich Speciale called the meeting to order at 5:07 pm.

II. Approve Invoices, PCOs Purchasing Director Twig Holland announced that the Sherman project finished under budget. The FEMA portion of the budget finished \$300,000 under the FEMA restriction. Wiles invoices total \$17,099.08. A total value of errors and omissions is \$33,749. Ms. Holland suggested the Committee pay Wiles \$10,000: \$3,800 for construction administration and \$6,200 against the amount owed. Mr. Speciale made a motion to pay Wiles' invoices #5135 in the amount of \$1900; invoice #5146 in the amount of \$1900; and \$6200 against the amount owed for a total of \$10,000. Jerry Keough seconded the motion which carried unanimously.

John Convertito made a motion to pay invoice #12 to THP in the amount of \$127,878.63. Len Amato seconded the motion which carried unanimously.

Mr. Speciale made a motion to approve invoice #353-12 for Nafis & Young in the amount of \$1,890.00. Mr. Amato seconded the motion which carried unanimously.

Mr. Convertito made a motion to approve CO #26 in the amount of \$25,209.26 and CO #27 in the amount of \$7,681.08 for THP. Mr. Speciale seconded the motion which carried unanimously.

III. Update on Project Status Sal Morabito reported on an unresolved issue regarding the size of the sink which was installed in the kitchen. The sink requested by the BOE never arrived; a smaller sink was installed and is not adequate for the size of the pots and pans. The sink costs \$3,200 - \$3,400 and to re-order and install the new sink required for a class 3 kitchen could amount to \$4,400 - \$4,500. Mr. Convertito made a motion to approve the PCO for up to \$5,000 to replace the sink. Mr. Keough seconded the motion which carried unanimously.

Mr. Morabito reported three other issues, one involving a lock in the food line; another involved a lapse in the BMS training regarding the control system; a third involving a portion of the sidewalk that has graffiti on it. Mr. Speciale asked Mr. Morabito to follow up on the BMS training. Mr. Convertito asked for a punch list of all items that were engineered out. Mr. Speciale asked about the close-out process. Mr. Morabito and Judy Ewing briefly explained that process. Ms. Holland said before the Committee closes out, she will make sure there are no other costs.

Mr. Convertito mentioned a large area 33' x 14' that needs repainting after a banner was removed. The custodian said it would be done. Mr. Morabito will follow up. It is estimated to cost \$650 to repaint the area. Mr. Convertito made a motion to approve a bid from Millson Industries in the amount of \$650 to paint the rear wall of the APR. Mr. Keough seconded the motion which carried 3-0-1, Mr. Speciale abstained.

Mr. Convertito asked about the issue of the paint cloud areas resurfaced. Mr. Speciale made a motion to hire a contractor to paint the cloud in an amount not to exceed up to \$4,413. Mr. Keough seconded the motion which carried unanimously.

IV. Discuss Next Meeting Date

Mr. Convertito made a motion to cancel the November 26, 2012 and December 17, 2012 meetings and have a special meeting on December 10, 2012 at 5 pm. Mr. Keough seconded the motion which carried unanimously.

V. Public Comment

Mrs. Ewing suggested that Mr. Speciale consult Page 13 of the TBCSC report to see if all of the close out steps had been satisfied.

Mr. Speciale said he would be meeting with the First Selectman about the future of SPSBC. Mrs. Ewing said that the reason for having a permanent SPSBC still existed to provide a way for small projects to received state reimbursement without having to establish a new committee every time a project comes along.

VI. Adjourn

Mr. Amato made a motion to adjourn the meeting at 5:57 pm. Mr. Keough seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary