

STRATFIELD ELEMENTARY SCHOOL
BUILDING COMMITTEE

Tuesday, September 20, 2011
6:00 pm
Stratfield Elementary School, 1407 Melville Avenue, Fairfield, CT

SPECIAL MEETING

FINAL MEETING MINUTES

Members Present: Linda Barlaam; Kathryn Dittrich; Al Kelly, Chairman; Larry Kochman, Vice Chairman; Thomas Lanese, Secretary; Millie Pollack

Members Absent: Don DiMartino; Michael Fazio; William Harke; John Mitola, BOE liaison

Others Present: Anna Cutaia-Leonard, BOE Director of Elementary Education; Thomas Pesce, Principal of Stratfield ES; Sal Morabito, BOE Manager of Construction, Security and Safety; William Silver, Silver/Petrucelli; Tim Yahn, Malkin Construction; Larry Leonard, Malkin Construction; Tom Doonan, Stratfield PTA President; Chris Pulito, Stratfield PTA Rep, Charlotte Glovin, Laura Shay

I. Call to Order

Mr. Kelly, Chairman, called the meeting to order at 6:05pm

II. Tour of facility

Committee toured the building and made notes of issues that needed to be addressed.

III. Follow-up Items of Malkin Construction and Silver Petrucelli and Associates from September 9th meeting

Letters in the parentheses () apply to Malkin's report handed out at the 9/9/11 meeting and the 9/9/11 minutes:

1. Chimney letter: Chairman is finishing the letter to the First Selectman
2. UI – Mr. Procino will be at next meeting
3. Bathroom on third floor: will continue monitoring. Appears the leak has been fixed.
4. Runner in library/media center
5. Melville Avenue stair: Committee was given an estimate of \$65,000: discussion took place over what is involved with repairing the staircase. Stairs were fixed within the last 10 -15 years. Committee wants to see information that would provide a 20-30 year repair.
6. (J) Attic: Fire Marshall's concerns over a smoke barrier: Malkin/Petrucelli looking into it.
7. Mats and padding being shipped in October
8. Mr. Pesce's unofficial punch list was presented to the committee, architect and construction manager (see attachment)
9. Official punch list is being compiled: Silver/Petrucelli, Malkin and Central Office are working together
10. Weeping Wall. Mr. Doonan, pointed out that the bricks were old and falling apart. Mr. Leonard said they have addressed it.
11. (D) Room numbering: Discussion took place on how and what needs to be accomplished to change the room numbers and reprogram the systems and the total cost. Mr. Procino will talk to the Fire Alarm

vendor to get pricing. Placards are a separate price. Building Maintenance Services and Fire Alarm contractors to be contacted. Panel directories will need to be corrected.

12. (A) Ground cover: Mrs. Dittrich and Mrs. Glovin met with Glen Terrace Landscaping. (see attachment for pricing).

13. (C) Roof over doorway – splash block will be added

14. (F) Copy room: discussed how to solve the space problem

15. (G) Emergency lights: completed

16. (K) Door Ratings: Per Mr. Silver - Did not pass the inspection. 5 Doors need to be replaced. Need to get pricing

II. New critical construction items

Library Shelves: reused existing shelves and were modified and need to be refinished.

Motion was made by Mrs. Dittrich and seconded by Mrs. Barlaam to approve change order #112 to finish the tops of the library shelving and to get nylon glides for the chairs throughout the building in the amount \$6,084.32

Motion passed 4:0:2 Mr. Kochman and Mr. Lanese abstained

III. CM update – Monthly reports

None

V. Review and approve invoices and payments

1. Motion was made by Mr. Kochman seconded by Mrs. Dittrich to pay Horizon Engineering, invoice RO109Z-075-21 in the amount of \$5,296.30

Motion passed unanimously

2. Motion was made by Mr. Kochman and seconded by Mr. Lanese to approve the following vendors in the amount of \$79,994.14:

-Silver Petrucelli & Associates, invoice 11-849	\$ 201.39
-Silver Petrucelli & Associates, invoice 11-1013	\$ 1,117.75
-Fuss & O’Neill, invoice 0007147	\$17,285.00
-Fuss & O’Neill, invoice 0007148	\$ 7,701.27
-AAIS, Appl #1 Caulk Removal	\$52,188.73
-William B. Meyer, invoice COM-704-1/2	\$ 1,500.00

Motion passed unanimously

3. Motion was made by Mrs. Dittrich and seconded by Mrs. Pollack to pay Malkin Construction Corporation for the following two invoices in the amount of \$1,052,137.50

-Malkin Construction Corp., invoice MCC-0811	\$ 1,826.00
-Malkin Construction Corp., invoice B9050ORQ20	\$1,050,311.50

Motion passed unanimously

VI. Public Comment

- Mr. Doonan: appreciates the safety concerns on the front stairs; carpeting needs to be completed in the media center
- Mr. Pesce: ribbon cutting ceremony, Friday, October 7th at 2:00pm Mrs. Cutaia-Leonard and Mrs. Leslie will work together to compile list of invitees and protocol
- Mr. Silver: Handed out a preliminary draft of additional services to committee and Malkin Construction. He discussed the various bills and how they have been processed in the past, i.e. Fuss O'Neill bill.
- Mr. Kochman asked about the protocol regarding the recording of e-mails in the August 16th minutes.

V. Adjourn

The next meeting will be on Tuesday, October 4, 7:00 pm Sullivan Independence Hall, 1st Floor Conference Room.

Motion was made by Mr. Kochman and seconded by Mr. Lanese to adjourn the meeting at 7:56 pm.

Motion passed unanimously

Respectfully Submitted,

T.J. Lanese
Secretary

Charlotte Leslie
Recording Secretary