

STRATFIELD ELEMENTARY SCHOOL
BUILDING COMMITTEE

Tuesday, December 6, 2011
7:00 pm
Sullivan Independence Hall, 1st Floor Conference Room
Fairfield, CT

Final Minutes

Members Present: Linda Barlaam; Don DiMartino; Kathryn Dittrich; William Harke; Al Kelly, Chairman; Larry Kochman, Vice Chairman; Millie Pollack (7:15 pm); Thomas Lanese, Secretary; Paul Fattibene, BOE liaison

Members Absent: Michael Fazio

Others Present: Anna Cutaia-Leonard, BOE Director of Elementary Education; Thomas Pesce, Principal of Stratfield ES; William Silver, Silver Petrucelli & Associates; Tim Yahn, Malkin Construction Corp.; Ken Procino, Malkin Construction Corp.; Judy Ewing, liaison to the First Selectman; Tom Doonan, Stratfield PTA President; Stratfield PTA Reps: Chris Pulito and Mike Borsari

I. Call to Order

Mr. Kelly, Chairman, called the meeting to order at 7:03 pm

II. Review and approval of the minutes for November 1, 2011

Motion was made by Mr. Kochman and seconded by Mr. DiMartino to approve the minutes with the following addition to the Follow-Up section:

Mr. Kochman requested Central Office review remaining scope cost issues to advise which would be “show stoppers” that would prevent the recommendation of acceptance of the school to the Board of Education.

Motion passed 5:0:2 Mr. Kelly and Mr. Harke abstained

III. Election of Officers for 2012

Motion was made by Mrs. Dittrich and seconded by Mrs. Barlaam to retain the same officers on the committee for next year: Mr. Kelly as Chairman, Mr. Kochman as Vice-Chairman and Mr. Lanese as Secretary

Motion passed 5:1:1 Mr. Harke voted no and Mr. Kelly abstained

Motion was made by Mr. Kelly to nominate Mr. Harke to be the Chairman. No second

Motion was made by Mr. Kelly and seconded by Mrs. Barlaam to close the nominations.

Motion passed unanimously 7:0

IV. Approval of Meeting Schedule 2012

Motion was made by Mr. Kochman and seconded by Mrs. Barlaam to approve the meeting schedule for 2012.

Motion passed 6:0:1 Mr. Kelly abstained

V. Follow-up Items of Malkin Construction and Silver Petrucelli and Associates from November 1st meeting

-PCO 132 Discussion of Final Shared Savings (item C): It was decided that the Executive Officers will meet with the Purchasing Agent to discuss this item. An Executive Session will probably meet prior to the Christmas break to discuss this topic.

Punchlist:

- Lockdown hardware
- Gym doors
- Boiler value

Motion was made by Mr. Kelly and seconded by Mr. DiMartino to provide lock down hardware for additional doors not to exceed \$3,000.00 to be funded from the GMP

Motion passed unanimously 8:0

Motion was made by Mrs. Dittrich and seconded by Mrs. Barlaam for relocating value actuaries not to exceed \$3,000 to be funded from the GMP

Motion passed unanimously 8:0

- lock down hardware: to be completed around the winter break
- towel dispenser: needs to be uniform throughout the building. Therefore, 10-15 dispensers need to be changed. Possibility of purchasing the units, but having them installed at a later date to be installed by someone other than Malkin Construction.
- Master Clock system: to include but not limited to: nurse's waiting office, copy room, 4 specialist offices, 2 upstairs which were not in the original bid documents. Mr. Kelly will discuss this further with Mrs. Cutaia-Leonard and Central Office and report back to the committee whether or not the committee will be responsible for the installation of these clocks or if Central Office will take over the responsibilities.

Mr. Kelly read a punchlist from Mr. Morabito to which Mr. Procino and Mr. Silver reported the status:

- Missing or incomplete O&M Manuals: hard copy was delivered
- Missing or incomplete turnover of attic stock materials
- Too many items remaining on the punchlist
- Difficulties with the MEP systems
- Non issuance of the CO for the project
- Missing or incomplete documentation for CSDE BSF filings: to be completed after all the PCOs are completed

VI. Public comment

Motion was made by Mrs. Barlaam and seconded by Mrs. Dittrich to move Public Comment up

Motion passed unanimously 8:0

Mr. Pesce:

- Punchlist is being taken care of in a timely manner.
- Fire doors and painting scheduled to be completed.
- Concerned about the sound in the Main hall. Believes it needs more wall pads.
- The handicap and exit signs in the gym have already been damaged and they need wall cages to protect them.

VII. CM update

Malkin presented their monthly report (see attachment).

No questions by Committee on Cost Report

VIII. Review and approve invoice and payments

Motion was made by Mrs. Pollack and Mr. Kochman seconded to approve payment to United Illuminating in the amount of \$288.11

Motion passed unanimously 8:0

Motion was made by Mrs. Dittrich and seconded by Mr. DiMartino to approve payment to Michael Horton Associates in the amount of \$75.00

Motion passed unanimously 8:0

Motion was made by Mr. Kelly and seconded by Mr. DiMartino to approve payment to Malkin Construction in the amount of \$500,000 towards invoice B9050ORQ23 dated 11/30/11. The remaining amount to be discussed with the Purchasing Authority and elected officials.

Motion passed 5:0:2 Mr. Kochman and Mr. Kelly abstained

Mr. Yahn said the conditions of the invoice B9050ORQ23 are spelled out in the contract.

IX. Adjourn

Motion was mad by Mrs. Barlaam and seconded by Mrs. Dittrich to adjourn the meeting at 8:05 pm

Motion passed unanimously 8:0

Next meeting will be held January 3, 2012, 7:00 pm, first floor conference room Sullivan Independence Hall. Another meeting may be scheduled before the holidays pending a discussion between the Executive Officers, Purchasing Agent and elected officials on items mentioned above.

Respectfully Submitted,

T.J. Lanese

Secretary

Charlotte Leslie

Recording Secretary

Follow-Up Items:

- PCO 132 Discussion of Final Shared Savings
- Towel dispensers: Mr. Procino will get a quantity and cost for.
- Master Clock system: Mr. Kelly will discuss this further with Mrs. Cutaia-Leonard and Central Office and report back to the committee.
- Main hall sound
- Cages for Handicap and Exit Signs: Mr. Procino will get a price on how to protect the signs