

**Town Facilities Commission
Special Meeting
Sullivan Independence Hall
Fairfield, CT
Tuesday, August 23, 2011**

Present: Mr. Kelly, Mr. Galle, Mr. Gallagher, Mr. Jones, Mr. Sapone

Absent: Mr. Pesci, Mr. Speciale, Mr. DiMartino, Mr. Briks, Mr. Ackley

Others: Mr. G. Wiles, Mr. C. Wiles, Mrs. Ewing, Mr. Cullen, Mr. Morabito, Mr. Freyer

I. Call To Order

Mr. Kelly called the meeting to order at 6:45 p.m.

II. Project Updates

Mr. Sapone reported on FWMS. He said the cafeteria will be open for the first day of school and the classrooms will be ready. He said they will be getting the certificate of occupancy tomorrow. The parking lot is done. Everything else is done except the music room, auditorium and auxiliary gym. The auditorium and auxiliary gym will be done in Jan/Feb. This project is on budget.

Mr. Kelly reported on the Stratfield project. He said it is on time and under budget. They will be getting the certificate of occupancy in two days. The school will not be completely done. There will be a punch list. They are obtaining pricing on repair and replacement of exterior steps in the front of the school from the playground level to Melville. The exterior work on the school is done.

Mr. Kelly reported on Special Projects. He said they are going back for 1.2 million in additional funding for Sherman School. All the ventilation needs to be done. This is a supplemental funding request.

Mr. Kelly said that the Warde High School roof project is moving along. He received a bill from Hoffman for their consultation.

Mr. Jones reported on the Ludlowe High School Window Project. Mr. Jones said that 50% of the windows need to be replaced. They will be replacing 231 windows – 227 are in good shape. Mr. Kelly said that the next step is to get an estimator. Mr. C. Wiles said that there is 13,000 sq. ft. of windows. He is waiting on material testing from around the existing windows. Mr. Gallagher asked if there were any windows that will be labor intensive due to accessibility. Mr. C. Wiles said no because they can get a lift. Mr. Galle asked if there was a potential for additional work i.e. sill plates. Mr. C. Wiles said that if we get the right size window, we won't have a problem.

There was a discussion on what was needed to make the survey bidable.

The warrantee report was sent to the First Selectman and the Board of Finance but no action has been taken.

III. Change Orders/Invoice Review and Approval

Mr. Kelly said that for some reason 3 invoices have not been paid – two from March and one from June. He said there might be some confusion about the executive officers authorizing payment of some invoices. Mr. Kelly said that the Commission should re motion a payment motion that was made at the June meeting.

Mr. Gallagher made a re-motion to authorize the Executive Officers, Mr. Kelly, Mr. Gallagher and Mr. Pesci to approve invoices and changes in scope to keep projects going that require immediate attention, not to exceed \$15,000, by majority vote. Mr. Sapone seconded the motion. All in Favor – Motion passed.

Mr. Sapone made a motion to approve action taken by the Executive Board to approve the 3 invoices,(invoices from 5/13/11, 6/13/11, 7/13/11) for Hoffman Architects in the amount of \$16,085.00. Mr. Galle seconded the motion. All in favor – the motion passed.

Mr. Jones made a motion to pay Wiles Architects \$11,975.00 (Invoice #5038) for the Window Replacement Survey of existing windows at Ludlowe HighSchool. Mr. Gallagher seconded the motion. All in Favor – motion passed.

IV. Public Comment

Mrs. Ewing suggested that Mr. Kelly contact Twig Holland and find out why the invoices have not been paid. She believes that the Committee has to ratify the payment. Mr. Kelly said the motion is worded that we can pay invoices without a quorum. Mr. Kelly said that he will contact Ms. Holland.

V. Adjourn

Mr. Gallagher made a motion to adjourn the meeting. Mr. Sapone seconded. Mr. Kelly adjourned the meeting at 7:35 p.m.

James Pesci, Secretary
Ellen Marks, Recording Secretary