

RIVERFIELD SCHOOL BUILDING COMMITTEE  
MINUTES OF MEETING  
August 13, 2013

A meeting of the Riverfield School Building Committee was held on Tuesday, August 13, 2013 at 7:30 pm in the Riverfield School Library Media Center.

Attendance

Present Committee Members: Thomas Quinn, Chairman; Christine Messina, Vice Chairman; Lawrence Ratner, Secretary; Harry Ackley; Dan Graziadei; Bill McDonald (new, non-voting)

Absent Committee Members: Maureen Sawyer; John Shaffer; Scott Thompson; Pamela Iacono, BOE Liaison and Nick Mirabile, RTM Liaison

Also Present: George Katinger, Kenneth Boroson Architects; Peter Manning, Gilbane Building Company; Marc Sklenka, Katie Hurley and Dave Rojas; Strategic Building Solutions; Sal Morabito, Manager of Construction, Security and Safety for FPS; Phil Ryan, Buyer for Town of Fairfield; John Fallon, RSBC attorney; Charlotte Leslie and Robin Jerrild, members of the public (Riverfield neighbors).

1) CALL TO ORDER

The meeting was called to order by Chairman Thomas Quinn at 7:30pm. Handouts were distributed and available for meeting attendees.

2) PLEDGE OF ALLEGIANCE

3) APPROVE MINUTES FROM 04/16/2013, 06/11/2013 AND 07/16/2013

4) APPROVE APPOINTMENT/CONTRACT FOR COMMITTEE ATTORNEY

***Motion made by Lawrence Ratner:***

***To approve the appointment of John Fallon as the Riverfield School Building Committee attorney at the rate of \$225/hour.***

***Motion seconded by Christina Messina.***

***Motion carried 5:0:0.***

5) BRIEF OUTLINE OF ATTORNEY'S ROLE

Mr. Quinn welcomed Mr. Fallon as the RSBC attorney. Mr. Fallon stated he has worked in this role over the past 20 years for many other school building committees.

Before this meeting Mr. Fallon had met with Mr. Quinn and Mr. Katinger and was brought up to speed on this project. Based on what Mr. Katinger shared during that meeting, Mr. Fallon

Approved RSBC minutes 08/13/2013

believes the project is tracking for a "Certificate of Wetlands Conformance" permit from the Conservation Commission. This is an administrative permit that normally takes 30-60 days rather than the more complicated full "Inland Wetlands" permit. Mr. Fallon will also secure a "special exception" approval and a "site plan" approval from the Planning and Zoning Commission. The P&Z permit requires a public hearing and the process usually takes about 90 days. Before applying for any permits a meeting will be held for the Riverfield neighborhood.

From Mr. Fallon's prior school renovation experience he stated the two main P&Z concerns will be:

- changes in exterior lighting, if any
- ingress and egress and on site circulation for pedestrians and cars (this doesn't appear to be as big an issue as it was at Stratfield or Fairfield Woods).

Mr. Sklenka initiated a conversation with Mr. Katinger, Mr. Fallon and Mr. Quinn about timing and scheduling. Mr. Katinger is working on getting soil and erosion control measures on the drawings. Tentatively the timing is:

- In 3-4 weeks - drawing ready to file for wetlands conformance
- 09/17/13 - neighborhood meeting
- 10/01/13 - file with Conservation
- 11/15/13 - file with P&Z

.(Need to appear before the BOE but meeting schedule isn't set for next year until December meeting)

- 02/17/13 - BSF Plan Completion Test (State meeting)

Mr. Katinger explained the "code of enforcement committee" who submits the drawing to the different departments (building, engineering) for discussion and review before going before P&Z.

#### 6) REVIEW OF TIMETABLE AND CURRENT STATUS

SBS -Mr. Sklenka distributed a revised "condensed" milestone schedule with design, bid and construction; permitting and other regulatory dates will be added. The project is currently in Design Development Phase (DD) which will move through the middle of September. Then Gilbane and a second estimator will take about a month to come up with estimates which will be tested against the budget. Mid-October through April will be the Construction Documentation Phase (CD). That's when Mr. Katinger will finalize the drawing before they go to bid. Bidding is expected to be April-June 2014 with construction beginning around June 30, 2014 and occupancy around September 1, 2015.

Mr. Fallon emphasized the TP&Z will also be very interested in phasing: how the construction and occupants will coexist and the occupants will remain safe with no disruption. Different ideas were discussed including swing space (use the addition while updating the main building) and working second shift and during school vacations. SBS is meeting with Ms. Anziano and Mr. Morabito on Friday about phasing.

At Mr. Quinn's request, Mr. Sklenka explained the "five week buy." In order to best utilize the summer recess and complete the project by September 2015, KBA will expedite the delivery of the Construction Documents by five weeks for a fee of \$50,000.

GILBANE-Mr. Manning stated the scheduler is looking at the delivery time to get steel, rebar and other materials and without "the five weeks" it's pushing the schedule out past September 2015. Mr. Sklenka added we would pay on the contractor side in overtime without the expedited CD. Mr. Manning stated he had two meetings with Mr. Quinn, Mr. Sklenka and Mr. Katinger during which they discussed the work to be done over the first summer including getting the utilities out in the back- out of the footprint of the building and create a safe playground area and access to the playing fields.

Mr. McDonald asked how the double shifting will affect the budget and Mr. Sklenka replied that would go into the estimate and if necessary something would be value engineered out.

KBA- Mr. Katinger stated the key deliverable is the DD estimate which will present a realistic picture of where we are with costs.

7) APPROVE ADDITION TO ARCHITECT CONTRACT TO INCLUDE EXPEDITED CD DELIVERY

***Motion made by Christine Messina:***

***To approve Ken Boroson Architects' August 1, 2013 proposal to expedite the delivery of the Construction Documents by five weeks for a lump sum of \$50,000.***

***Motion seconded by Lawrence Ratner.***

***Motion carried 5:0:0.***

8) INVOICE REVIEW AND APPROVALS

None.

9) APPROVE APPOINTMENT/CONTRACT FOR SITE MONITOR DURING CONSTRUCTION

Mr. Katinger explained the role of this monitor is to make sure proper controls are installed and maintained to protect against soil erosion. Inspections are done periodically and after storm events.

Mr. Ratner asked the cost of a site monitor over the life of the project and Mr. Morabito suggested the committee consult Ms. Twig Holland (purchasing) for this information – that the site monitor cost might be similar to that of the Stratfield School project. In response to Mr. Graziadei's question, Mr. Katinger will check with Mr. Stapleton if the Site Monitor has jurisdiction over any open trenches or spoils back from the open trenches.

The committee discussed different scenarios to control the cost and decided to limit the time of the contract.

***Motion made by Christine Messina:***

***To approve the hiring of Walt Stapleton as the Site Monitor for \$80/hour through the completion of the Wetland Certificate approval.***

***Motion seconded by Dan Graziadei.***

***Motion carried 5:0:0.***

10) NEW BUSINESS

In response to Mr. Quinn's question, committee members were in agreement to hold the neighborhood forum before the regular meeting of September 17, 2013. Mr. Ackley asked how the committee is going to advise the neighbors about a neighborhood meeting. Mr. Morabito stated the process is to contact the Tax Assessor for a list of abutting properties. Mr. Quinn will follow up on this.

11) PUBLIC COMMENT

None.

12) ADJOURN

Mr. Quinn thanked everyone and adjourned the meeting at 8:22pm.

Respectfully Submitted,

Kathleen C. Grande  
Recording Secretary

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