

**WHS & HANMER SCHOOL BUILDING COMMITTEE
REGULAR MEETING MINUTES
Tuesday October 11, 2016**

Present:

Committee Member	Name	Present	Absent	Excused
	Christine Fortunato, Chairman	x arrived at 6:58		
	J. Edward Brymer Jr., Vice Chairman	x		
	Daniel Camilliere, Clerk	x		
	Frank Dellaripa	x		
	Peter Gardow	x		
	David Drake	x		
	Charles Carey			x
Liaison Present	Steven Barry, Council Liaison	x arrived at 6:39		
Staff Present	Jeff Bridges, Town Manager	x		
	Mike Emmett, Supt. Schools			x
	Tom Moore, WHS Principal	x		
	Fred Bushey, Dir of Maintenance	x		
	Lori Schroll, Admin. Analyst - Engineering	x		
	Sally Katz, Staff Liaison			x
Guests Present	Rusty Malik, Quisenberry Arcari			x
	Gus Kotait, O&G	x		
	Mark Jeffko, O&G	x		
	Lee Donaldson, O&G	x		

Call to Order: Vice Chairman Brymer called the meeting to order the order at 6:30 p.m. in the lower level Meeting Room at the Board of Education in the Stillman Building.

1. Public Comments - none

1. Approval of Minutes:

a. Minutes of the September 26, 2016 regular meeting

Motion was made by Frank Dellaripa to accept the minutes, seconded by David Drake;

Discussion – none

All present voted in favor

2A. Expenditures:

a. Music & Arts - Inv. #1501582 - 8/31/16 - \$3,196.00 - TABLED (REMOVE FROM AGENDA PER KEITH RAFFANIELLO

Motion was made by Frank Dellaripa to remove this invoice from the table and agenda, seconded by Peter Gardow; Discussion - none

All present voted in favor

b. Fuss & O'Neill - Inv. #0014932 - 9/28/16 - \$14,961.75

Motion was made by Frank Dellaripa to pay this invoice, seconded by Peter Gardow;

Discussion – none

All present voted in favor

c. Fuss & O'Neill - Inv. #14933 - 9/28/16 - \$14,579.00

Motion was made by Frank Dellaripa to Table this invoice, seconded by Dan Camilliere; Discussion - David asked if their work is completed, Lee said Fuss & O'Neill are reviewing the close out documents now. Frank asked O&G to make sure we get all the manifests and all documentation back from them.
All present voted in favor

d. BVH - Inv. #02112129.00-36 - 9/26/16 - \$3,202.18

Motion was made by Frank Dellaripa to pay this invoice, seconded by Dan Camilliere;
Discussion - none
All present voted in favor

e. Rexel - Inv. #S114653041.001 - 9/23/16 - \$77,747.00

Motion was made by Frank Dellaripa to pay this invoice, seconded by Dan Camilliere;
Discussion - none
All present voted in favor

2B. Contractor Requisitions -

a. Todd Devin Food - Req. #00003 - 8/31/16 - \$9,509.50 - TABLED

Motion was made by Frank Dellaripa to continue to Table this invoice, seconded by Peter Gardow;
Discussion - none
All present voted in favor

2C. Proposed Change Orders

a. PCO #786 - Urban - Epoxy Flooring in Rms. 41 & 42 - 9/1/16 - \$37,402.00 TABLED

Motion was made by Frank Dellaripa to continue to TABLE this PCO, seconded by Peter Gardow;
Discussion - none
All present voted in favor

b. PCO #775 - MJ Daly - Area D Temp Duct Tie in - 8/25/16 - \$8,623

Motion was made by Frank Dellaripa to accept this PCO, seconded by Peter Gardow; Discussion - none
All present voted in favor

c. PCO #787 - Spazzarini - Replace Ph. 1 spalled concrete - 9/1/16 - \$22,564.00

Motion was made by Peter Gardow to accept this PCO, seconded by Frank Dellaripa; Discussion - Frank asked if this is what we are agreeing to; Jeff stated that we don't want to but they are not taking responsibility for this, he continued on to say that they do have approximately other corrections they have to make, and they may total \$20,000.
All present voted in favor

d. PCO #823 - GDA - Modify toilet partitions in F bath - 9/30/16 - \$1,022.00

Motion was made by Frank Dellaripa to accept this PCO, seconded by Peter Gardow; Discussion - none
All present voted in favor

e. PCO #826 - GDS - Isolated Ceiling Credit - 10/7/16 - (\$17,460.00)

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere; Discussion - Jeff said that when he spoke to Rusty, Rusty had told him he felt this credit should be higher. Gus stated that this PCO should be tabled.
Frank Dellaripa amended his motion from accepting this PCO to Table this PCO, seconded by Peter Gardow; Discussion - None
All present voted in favor

f. PCO #827 - NTO - Install Fiberglass sound barrier - 10/7/16 - \$1,428.00

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere; Discussion - none

All present voted in favor

3. New Proposals - none

4. Architect/CM

a. O&G Report - Monthly Status Report #31

Gus went over the report stating that there is \$77,000 left in contingency and \$306,000 left in allowances. The first unit on the roof was painted, now they are awaiting P&Z approval.

They are in finish mode in Area F

The Pool work is done, waiting for the fire alarm to be tested, which should happen tomorrow, and then they will turn it over to Fred Bushey so he can finish his work.

Gus continued on to say by the end of the month all programmatic spaces should be turned over to the Administrators.

Gus informed the Committee that there is a severe crack in the Tech Ed wing that needs to be fixed. He said they can patch the cracks and seal it. The Committee agreed that the 3 rooms that have the cracks need to be made safe.

A motion was made by Peter Gardow, seconded by Frank Dellaripa to approve fixing these rooms, in the amount of NOT TO EXCEED \$5,000; Discussion - none

All present voted in favor - Christine Fortunato abstained

b. Auditorium Status – no report

c. Safety & Security Update – Mr. Moore stated that he needs to have a stop sign put in at the end of the driveway off of Wolcott Hill Road; he will bring this up at the Owners Meeting tomorrow. Fred said he sent an email to the Police Department regarding this, and he is waiting for an answer from them. Mr. Moore said there are other signs he will need for the property.

d. Architects Report – no report

5. Correspondence – none

6. Committee Reports

Site-work / Construction - Frank asked O&G about the landscaping, will it be finished. Gus said they are hydro-seeding now. Steve Barry asked about the landscaping on the north side, he was questioned about the trees and if they will survive. Gus said that the trees are warranted for 1 year, and at that time if they aren't doing well, they will be replaced at no cost.

Frank also brought up the door closures and how some had broken again. Christine asked how this is being addressed; Lee said they received a report from the manufacturer saying the doors were installed properly, but this is the wrong type of hardware for use in this type of building. This will be brought up at the Owner's meeting tomorrow to come up with a solution.

Also, Gus informed the committee that the letters on the school will not be cleaned, the contractor tried cleaning 2 and you can't tell they have been done. Also, the cost of him continuing would be quite high.

Communications - Mr. Moore said they did not meet today, but will be getting together soon to discuss the ribbon cutting ceremony.

Technology and Furniture - Fred said the furniture is scheduled to be delivered by the end of the month, and the furniture in storage for the Tech Ed wing will be brought in around 10/28/16.

Fred also let the committee know that he has received quotes for a gas pizza oven and they have come in under \$5000, which is under the cost of the electric pizza oven that was returned. He asked the committee for approval in purchasing it. He continued on to say that the gas hookup is where they need it, and the oven will fit under the hood. The committee gave their approval.

David asked about the washer and dryer for the athletics department. Lee said they are doing a heavy duty residential rough in right now, but they don't have the equipment yet. Christine asked where the \$7500 allowance for this equipment is being carried in the budget. Jeff said he will find out where and will put it on the next agenda.

Energy/Commissioning - Peter reported that 11 items were responded to; he recommends not processing payment for the contractors who have not completed their items on the list.

Finance - no report

Rooftop HVAC Screening - The painting has been done, and looks good. Christine said that she had spoken to Rusty at the Leadership meeting, he informed them he is looking into putting a steel beam down on the roof to fasten the screens to; this will put fewer holes in the roof.

Punch list - Lee passed out copies of the punch list, he said Phase 5 has been punch listed which added 110 items. Christine asked what should we expect when all of the phases are 100%, Mark replied that Rusty will go through and make sure everything is completed first, then the committee will do a walk through to confirm.

7. Old Business - none

8. New Business - none

9. Upcoming Dates

- a. October 17, 2016 next Town Council Meeting
- b. October 24, 2016 next Building Committee Meeting
- c. November 7, 2016 next Town Council Meeting

10. Adjourn - Motion was made by Frank Dellaripa, seconded by Dan Camilliere; Discussion - none
All Present Voted in Favor

Meeting adjourned at 7:41p.m.

I hereby certify that the above is a true copy of the minutes approved by the High School & Hanmer Building Committee.

Dan Camilliere, Clerk