

**WHS & HANMER SCHOOL BUILDING COMMITTEE
REGULAR MEETING MINUTES
Monday November 14, 2016**

Present:

Committee Member	Name	Present	Absent	Excused
	Christine Fortunato, Chairman	x		
	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
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		
	Michael Lane, Quisenberry Arcari	x		
	John Morris, Board of Ed	x		

Call to Order: Vice Chairman Brymer called the meeting to order the order at 6:40 p.m. in the lower level Meeting Room at the Board of Education in the Stillman Building.

1. Public Comments - none

Christine stated that she would like to move the New Business item (increase STL PO) and add a second item to the Agenda (increase Virco PO).

Motion was made by Dan Camilliere to move the New Business item and add the second item to the Agenda, seconded by Frank Dellaripa; Discussion - none

All present voted in favor

a. Motion was made Dan Camilliere to increase the Virco PO#20166895 not to exceed \$5000.00, seconded by Peter Gardow; Discussion - none

All present voted in favor

b. Motion was made by Peter Gardow to increase the Special Testing Lab PO not to exceed \$5000.00, seconded by Frank Dellaripa; Discussion - none

All present voted in favor.

2. Approval of Minutes:

a. Minutes of the October 24, 2016 regular meeting

Motion was made by Dan Camilliere to accept the minutes, seconded by Frank Dellaripa;
Discussion – Peter stated that one change needs to be made on page 2, section 2B contractor requisitions, b. O&G, change “have had nothing done” & “and there is 300 items on list” to “were previous to October 1st with a total of 99 at the time”.

All present voted in favor - Ed Brymer abstained

2A. Expenditures:

a. Fuss & O’Neill - Inv. #15027 - 10/25/16 - \$119.00

Motion was made by Frank Dellaripa to pay this invoice, seconded by Ed Brymer; Discussion - none

All present voted in favor

b. Fuss & O’Neill - Inv. #15028 - 10/25/16 - \$431.25

Motion was made by Frank Dellaripa to pay this invoice, seconded by Ed Brymer; Discussion - none

All present voted in favor

c. Chester Technical Services - Inv. #7278 - 10/6/16 - \$42,041.00

Motion was made by Ed Brymer to pay this invoice, seconded by Frank Dellaripa; Discussion - none

All present voted in favor

d. Special Testing Lab - Inv. #300637 - 10/31/16 - \$1,549.36

Motion was made by Frank Dellaripa to pay this invoice, seconded by Ed Brymer; Discussion - none

All present voted in favor

e. Valley Communications - Inv. #639792 - 10/25/16 - \$100,356.32

Motion was made by Ed Brymer to pay this invoice, seconded by Dan Camilliere;

Discussion - Peter asked what this is for, Fred said the projectors in the classrooms in F wing.

All present voted in favor

f. Virco - Inv. #91702588 - 8/8/16 - \$64,201.78

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;

Discussion - Fred said that Virco bills by the truck load. Christine asked if we have all the furniture now, Fred said they are missing a hand full of pieces, everything else is assembled and in place.

All present voted in favor

g. Virco - Inv. #91702589 - 8/8/16 - \$111.93

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;

Discussion - none

All present voted in favor

h. Virco - Inv. #91705088 - 8/15/16 - \$4,567.11

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;

Discussion - none

All present voted in favor

i. Virco - Inv. #91701436 - 8/4/16 - \$72,790.83

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;

Discussion - none

All present voted in favor

j. Virco - Inv. #91702587 - 8/8/16 - \$36,391.93

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;
Discussion - none

All present voted in favor

k. Virco - Inv. #91706058 - 8/17/16 - \$9,517.23

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;
Discussion - none

All present voted in favor

l. Virco - Inv. #91722764 - 10/24/16 - \$32,069.50

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;
Discussion - none

All present voted in favor

m. Virco - Inv. #91723042 - 10/25/16 - \$80,144.37

Motion was made by Ed Brymer to pay this invoice, seconded by Peter Gardow;
Discussion - none

All present voted in favor

n. Meyer - Inv. #6063 - 11/1/16 - \$1,488.00

Motion was made by Ed Brymer to pay this invoice, seconded by Frank Dellaripa; Discussion - Fred said that this was for moving costs.

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 Ed Brymer to take this invoice off the Table and to pay this requisition, seconded by Peter Gardow;

Discussion - Lee stated that the Finance Department had an issue with this bill but it has been rectified.

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 Ed Brymer to continue to **TABLE** this PCO, seconded by Peter Gardow;
Discussion - none

All present voted in favor

b. PCO #845 CT Mason - Parge walls in Corr.528 - 11/11/16 - \$2,472.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

c. PCO#846 - CT Mason - Infills for Ph. 5 HVAC B/C MJDaly (\$1043) - 11/1/16 - \$0

Motion was made by Ed Brymer to accept this PCO for \$0 and B/C MJ Daly for \$1043, seconded by Peter Gardow; Discussion - none

All present voted in favor

d. PCO #847 - CT Mason - Set CMU Pier & parge in Corr.72 - 11/1/16 - \$2,620.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

e. PCO #848 - CT Mason - Infill Louvers on north side of F100 - 11/8/16 - \$1,426.00)

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

f. PCO #849 - CT Mason - Parge walls in Area F 100 - 11/8/16 - \$1,217.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

g. PCO #850 - CT Mason - Masonry work near door 127G - 11/8/16 - \$1,323.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

h. PCO #851 - CT Mason - Create new win open in rm 29 - 11/8/16 - \$1,323.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

i. PCO #852 - CT Mason - Parge walls in Area F Corr. 328 - 11/8/16 - \$3,135.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor r

j. PCO #853 - CT Mason - Demo & Set Brick from Roof Flash - 11/8/16 - \$785.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

k. PCO #854 - CT Mason - Set CMU wall on F300 - 11/8/16 - \$814.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

l. PCO #855 - CT Mason - Install pool ent. Knox box - 11/8/16 - \$1,217.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

m. PCO #856 - CT Mason - Set CMU Pier at St.2-F300 - 11/8/16 - \$1,283.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

n. PCO #857 - CT Mason - Patch Courtyard Chimney - 11/8/16 - \$1,201.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

o. PCO #858 - CT Mason - Parge walls in pool area - 11/8/16 - \$3,100.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

p. PCO #859 - CT Mason - Set CMU walls in Area F - 11/8/16 - \$2,708.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - none

All present voted in favor

q. PCO #860 - CT Mason - Set chase over Area F Exp. piping - 11/8/16 - \$1,014.00

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

r. PCO #861 - CT Mason - Set CMU pier in Area F Bathroom - 11/8/16 - \$1,333.00

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

s. PCO #862 - CT Mason - Set CMU pier on F300- Corr. 328 - 11/8/16 - \$712.00

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

t. PCO #863 - CT Mason - Set CMU pier on F500 - 11/8/16 - \$631.00

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

u. PCO #864 - CT Mason - Set shoring in area F bathrooms - 11/8/16 - \$749.00

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

v. PCO #865 - CT Mason - Area G basement/300 level sill masonry - 11/8/16 - \$1,987.00

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

w. PCO #866 - CT Mason - Beam in tunnel/cmu at door 35 - 11/9/16 - \$949.00

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

x. PCO #867 - CT Mason - Unsafe CMU at Room 70B - 11/9/16 - \$1,459.00

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

y. PCO #868 - Urban - Install vct after café abatement - 11/9/16 - \$2,234.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - none
All present voted in favor

z. PCO #869 - Urban - RFI 1125/Area D floor conditions - 11/9/16 - \$4,544.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - none
All present voted in favor

aa. PCO #870 - Urban - Prime& self-level can wash - 11/9/16 - \$1,734.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - none
All present voted in favor

bb. PCO #871 - Urban - Install vented base in Gym B - 11/9/16 - \$1,321.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - none
All present voted in favor

cc. PCO #872 - Urban - Epoxy base in greenhouse - 11/9/16 - \$4,790.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - none
All present voted in favor

dd. PCO #873 - L&P Gate - Add post over dumpster area - 11/9/16 - \$690.00

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

ee. PCO #874 - GDS - RFI 496 Band Room soffits - 11/9/16 - \$5,298.00

Motion was made by Ed Brymer to accept this PCO, seconded by Peter Gardow; Discussion - Members discussed whether to put cabinets up there instead, but Fred hadn't heard back from the company. It was decided to have the soffits done.

All present voted in favor

ff. PCO #875 - G&R Valley - RFI 1127 - Fume hood vacuum - 11/9/16 - \$3,897.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - Frank explained that the MDC has the authority to request external vacuum breakers, they enforce DEEP regulations.

All present voted in favor

gg. PCO #876 - Spazzarini - SKL12.0 Student lot fence - 11/9/16 - \$10,994.00

Motion was made by Ed Brymer to accept this PCO, seconded by Dan Camilliere; Discussion - none
All present voted in favor

hh. PCO #877 - Ferguson - Temp cabling for Art Rooms - 11/9/16 - \$4,712.00

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

ii. PCO #879 - SMI - Credit items for deleted work - 11/10/16 - (\$15,237.64)

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

jj. PCO #880 - SMI - SMI bond premium adjustment - 11/10/16 - \$21,778.00

Motion was made by Ed Brymer to accept this PCO, seconded by Frank Dellaripa; Discussion - Mark explained the bond increases with the amount of change orders.

All present voted in favor

3. New Proposals

a. Gas Pizza Oven Quotes

Fred Bushey made the recommendation to go with the Kitchen Restock and the quote of \$3,809.22, his men will install it themselves.

Motion was made by Ed Brymer to accept this recommendation and to approve \$3,809.22 to pay for the gas pizza oven, seconded by Peter Gardow; Discussion - none

All present voted in favor

b. Kiln Quotes

Fred Bushey made the recommendation to go with Clay King and the quote of \$2,162.88, and again his men will install it themselves.

Motion was made by Ed Brymer to accept this recommendation of Clay King and to approve \$2,162.88 to pay for it, seconded by Peter Gardow; Discussion - Fred said that the vent has already been done.
All present voted in favor

4. Architect/CM

a. O&G Report -

Gus reported the following from O&G Monthly Report #32:

Funds available: \$66,500 construction contingency with an overall amount of \$97,235, also they are still holding \$300,000 in allowances.

Jeff asked at what point are we removing allowances from contracts, Mark replied they will be starting with SMI, approximately \$20,000 from them and he hopes to have it for the next meeting.

Peter asked about the pending column, Gus replied that those are the items in front of you tonight.

Christine asked Mark if he had completed the flow chart yet for the steps that have to happen for close out of the project; Mark said he is working on it.

Christine stated for the record that Quisenberry & O&G will be with us till the end for no additional funds.

Gus continued to say schedule wise they are 98% complete on all phases with major construction completed at this point. Phase 5A is completed except for an outstanding issue in tech ed which will be taken care of.

Jeff stated he received a note from a neighbor regarding the landscaping on the north side by Westway, Lee said he believes arborvitae are going in, he had talked to the contractor and he was supposed to get an answer on this by last Friday, but didn't, he will contact again. Mark said he will get back to Jeff tomorrow with an answer to give to the homeowner.

b. Architects Report – Rusty was not at the meeting, but sent his representative Mike Lane who showed the committee pictures of what the baffles in the pool would look like. He asked the committee to allocate an additional sum of money (up to \$5,000) to purchase the approximate 90 baffles. Frank asked if there is any other way to anchor them to the ceiling without making a lot of holes, Mike said he will look into it. The committee requested that the design team create pictures of the baffles in navy blue and white and the same colors as the media center and cafe and send them to the committee.

Motion was made by Ed Brymer to allocate up to \$5000.00 for the baffles, seconded by Peter Gardow; Discussion - Ed asked if they are sure this will work, Mike said that they are most efficient.

All present voted in favor

Mike showed pictures of the new art gallery display, Christine commented that the pieces that are hanging there were done by local artist Rachel Morris, John Morris's daughter.

Mike showed the Committee different pictures of the Plaque that was voted on at the last meeting and went over the font, spelling and spacing. The Committee agreed they want to keep this one consistent with the plaque that is already at the high school. He went on to say that Rusty will print out a full size copy and bring it for the Committee to look at.

Mike also showed images of the roof screening; Christine asked if the painting of the units was complete, Lee said it was completed today. Jeff stated he has asked Town Planner Peter Gillespie to have the P&Z Committee members go out and look at the painted units. He continued on to say the proposal for the roof will go before the P&Z Committee in January, to see if they want the screens added or if they will accept the units painted without screens. Jeff said he will send out a letter to the neighbors asking they attend the hearing, Christine stated she would like the residents to send feedback back to him so he can relay it to the Committee.

c. Safety & Security Update – no report

5. Correspondence – none

6. Committee Reports

Site-work / Construction - Frank reported he has been going to the meetings, and the door stops have been the discussion. Lee said 1/2 of the door stops have been put in already, the rest should be completed tonight; when completed then the manufacturer will come in to do the arms.

Technology and Furniture - Fred reported that other than a few pieces that need to be replaced they are done with the furniture, also, the projectors will be installed next week.

Peter asked if the tools for the shop have been brought back in, Gus said not, he will review the plan with Fred, look at the pieces and see what power is needed for the machines. Fred said that there are 13 pieces of equipment that need to go back in, but it looks like the power sources do not support the equipment. Christine asked if the equipment that is going in there was the items that are supposed to be put in there. Mr. Moore said they weren't adding any equipment to this room, just using what was already in the room.

Christine stated that the portable dust collection units that they were going to use will not be efficient for the machines; she asked if the original plan was to have the teacher demonstrate the equipment, or were the kids going to be hands on? Jeff stated he would like to know what the original intent was and why it was designed as it was. Fred said if you look at the drawings, it looks like everything is on them. Jeff said we should go and look at the electrical plans.

Energy/Commissioning - Peter reported that the list is looking much better, the list went from 99 down to 7 not responded to.

Finance - Christine reported that they met on Friday and the project is doing well financially. The Town will be going out for the next bonding next week. She stated that O&G has suggested we follow up with our State Reps to start legislation regarding the 6 month rule on change orders, they are asking Rocky Hill to do the same.

Rooftop HVAC Screening - Reported above

Communications - Mr. Emmett reported they are looking at 2 dates in January (22 & 29) to do an Open House/Dedication. Mark said the plaque will not be ready by then, the Committee decided to do just the open house on January 22nd with a snow date of January 29th and have the dedication later when the plaque is completed.

Punch list - Lee reported the following:

Phase 1 96% completed

Phase 2 94% completed

Phase 3 92% completed

Phase 4 85% completed

Phase 5 34% completed

Elevator - up from 5%

Phase V-2 Exterior/Area D punch list exc. Courtyard and area F - 10% completed

Gus will meet Frank & Peter next Monday morning to walk around to inspect and see if anything else has been left off the list.

7. Old Business -

a. Punch List Item - Tree/Top Soil

Jeff said he will be working on this with the Tree Warden.

Peter asked if anything will be completed during the Thanksgiving holiday weekend, Gus said no, but things will be done during the Christmas Holiday.

8. New Business -

a. Increase Special Testing PO - see above

Mark Jeffco asked the Committee if the O&G payment that was being held be released, Jeff stated he had already let the Finance Department know they could release it.

9. Upcoming Dates

a. November 21, 2016 next Town Council Meeting

b. November 28, 2016 next Building Committee Meeting

c. December 12, 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 8:39 p.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