

# WHS & HANMER SCHOOL BUILDING COMMITTEE MEETING MINUTES Monday, April 22, 2013

Present:

Committee Member	Name	Present	Absent	Excused
	Christine Fortunato, Chairman	X		
	J. Edward Brymer Jr., Vice Chairman	X		
	Steven Barry	X		
	Daniel Camilliere	X		
	Frank Dellaripa	X		
	Diane Fitzpatrick, Clerk	X		
	Peter Gardow	X		
<b>Liaison Present</b>	David Drake, Council Liaison			X
	Mike Turner, Staff Liaison	X		
	John Cascio, Bd. Of Education			X
<b>Staff Present</b>				
	Jeff Bridges, Town Manager	X		
	Mike Emmett, Supt. Schools	X		
	Tom Moore, WHS Principal	X		
	Fred Bushey, Dir of Maintenance	X		
	Lori Schroll, Administrative Analyst - Engineering	X		
	Sally Katz, Dir. Of Physical Services	X		
	Finance Director			X
	Keith Rafaniello, Board of Ed			X
<b>Guests Present</b>				
	Rusty Malik, Quisenberry Arcari	X		
	Lorel H. Purcell, O&G Construction	x		

**Call to Order:** Chairwoman Fortunato called the meeting to order at 6:36 p.m. in Classroom 210 at Wethersfield High School.

**1. Public Comments: none**

**2. Approval of Minutes:**

Motion by Frank Dellaripa seconded by Dan Camilliere to approve the minutes of 4/8/13 Meeting. Discussion: Dan stated that he is not in favor of eliminating the Mezzanine in the Auditorium. All present voted in favor. Steve Barry & Ed Brymer Abstained.

**3. Expenditures:**

**a. EnviroMed, Invoice #13417, Nov. 30, 2012,\$1,200.00**

Christine stated that she had shared with Mike Turner her concern regarding having invoices dating back to November. She asked if there was a spreadsheet that makes sure that the invoices are in line with the purchase orders. Mike received a printout prepared by Sue Smith showing the purchase orders stated that she went over the bills with EnviroMed and the staff feels confident that these invoices are correct and in the correct amounts. Lorel stated she didn't feel comfortable signing off on these invoices, because she hadn't compared these to the original contract. All the expenditures except agenda items D & E lay within the original amount categories, Lorel said EnviroMed still owes us Specs, drawings and a certain amount of monitoring.

Motion by Peter Gardow to pay \$1200, seconded by Ed Brymer. Discussion: Peter was asking if we were being charged 2% interest for being late. Mike stated no, since we just received the invoice. Steve Barry stated he is uncomfortable paying this bill, wants to make sure that we haven't paid this already. Mike stated that we have only paid 3 bills against this PO. Rusty stated that he wondered why a statement showing that this wasn't paid was sent out. All present voted in favor.

**b. EnviroMed, Invoice #13576, Feb. 28, 2013, \$16,280.00**

Motion by Peter Gardow, seconded by Frank Dellaripa. Discussion: There are 6 invoices against this contract (the Bulk Contract), there is \$1665.00 left on the PO after this bill is paid. This is for the flooring, paint, etc. Diane asked if we received the analysis yet, Lorel said we have received all of their sample reports. Lorel stated again that she hasn't been able to go over the bills against the contracts, so she really can't comment.

Christine would like to get a spreadsheet that lays out the 4 contracts and everything that has been paid off of them, and asked Jeff to see if the Finance Dept. to provide one for them.

The work has been compared against the contract to make sure it is appropriate; Mike stated he had did that.

All present voted in favor.

**c. EnviroMed, Invoice #13597, Mar 18, 2013, \$13,140.00** – Mike stated this invoice would have put them over the PO by \$30.00, Sue discussed with the Bookkeeper at EnviroMed and she stated that they will credit \$30.00 to stay in line with PO.

This is soil testing relating to the tank – received all reports.

Motion by Diane Fitzpatrick, seconded by Peter Gardow. Discussion: none

All present voted in favor.

**d. EnviroMed Change Order PO Increase \$2800. PCB soils**

Tabled until next meeting. Need explanation from EnviroMed.

**e. EnviroMed, Invoice #13598, Mar. 18, 2013, \$3,240.00\***

Tabled until next meeting. Need explanation from EnviroMed.

**f. EnviroMed, Invoice #13608, Apr. 3, 2013, \$665.00 PCB Soil Samples – Seven samples were taken, from several locations, north side, courtyard, contract under the bulk testing for the floor.**

Motion by Frank Dellaripa, seconded by Steve Barry, Discussion: none

Christine asked Mike if he will get a spreadsheet with what work is on the 4 contracts, what deliverables, what is the amount of money stated and what has been paid.

Lorel commented that at the last meeting, the Committee floated the idea around of having additional UST sampling. For those that don't know there is one tank in the back by the auto shop, where there have been some petroleum products detected in the soil.

So the next step is to sample some more and put a monitoring well in to see where it is with the groundwater table. Lorel spoke to Larry Cannon and asked him if this is the minimum that has to be done at this time, he said yes. Lorel said she then spoke to Fuss & O'Neill and they also agreed that yes this is the minimum at this time

EnviroMed has done all of the work with the underground tanks thusfar and now they recommend Phase 3, will cost more money; a fair estimate would be \$38,000.

Lorel suggested having EnviroMed come to the next meeting to go over this issue and present what is involved or what needs to happen. EnviroMed will be invited to the Special Meeting on May 6<sup>th</sup>, to go over this issue and Fuss & O'Neill will also be invited, so as to speak regarding PCB's and Asbestos.

#### **4. Correspondence:**

##### **a. FOI request for PCB test results\*\***

Christine received call at home from a labor union, and she referred the call to Jeff. Jeff stated that the Ct. District Council, health and safety arm of that organization is FOI'ing the test data for all the test data of all environmental studies done on the building. Jeff has spoken to the Town Attorney, and has sent him the letter we received. Jeff said he will be meeting with the Attorney and Lorel, Rusty, Fuss & O'Neill and go over all the reports and see what is releasable, and if they want access or copies, a fee will be charged to them for the copies.

Frank suggested to Lorel that they start looking at contractors that do this type of work; she said she has, and had AAIS and Bestech out at the school last week looking at the walls. Also, she has talked to Aramsco on how to get the paint off the walls. Lorel said she has it on her schedule for this summer, unless it has to be done sooner. She thinks we should do a test area, to see if it can be done and to test it for materials.

#### **5. Architect/CM Information:**

##### **a. PCB sampling and test results- discussed above under items 3 and 4.**

##### **b. Architect discussion PCT follow up**

Rusty stated that they are continuing the coordination with the consultants, involving how some of the ductwork gets channeled through the building. Also working with O&G RFI's on their estimates, looking at alternatives how to approach different things.

Rusty stated that they had responded to the Commissioning agents comments; it is an ongoing process.

##### **c. CM discussion cost estimate and schedule**

Lorel handed out an updated Preliminary Construction Schedule, and Analysis of PCB Materials Handling Options and went over them with the Committee. Once all the PCB results are back, a decision will need to be made on which Option to go with, discussion regarding the options ensued, how to cut costs, what to cut, go back out to referendum, etc., but until the results are back and what has to be done can be cost calculated, no definite decision can be made.

Frank asked Lorel if she is having mandatory pre-bids, she stated she tries not to do that, but will if that is what the Committee, and Architect want.

#### **6. Old Business:**

##### **a. Committee Reports:**

Site Work/Construction – Frank Dellaripa stated he had met with TO Design to go over the latest layout, phasing of the work, only issue talked about was the fuel oil tank wasn't on their drawings to remove it, or the gas line location. Lorel said they wouldn't have it on their drawings.

Communications – Tom stated that they met briefly this evening regarding the FOI request. Tom will draft a statement that will be reviewed by the Building Committee, to be released on the websites, etc. speaking on the safety of our school and the students, to make the parents feel comfortable with what we are doing here. Tracy McDougal made the recommendation of posting information for the summer use of the building, for the most part the school will be closed other than the administrative offices, but will speak the regarding the disposition of the fields, Tom said he will do this on the district website.

Technology/Furniture- No report haven't met recently, will meet Friday.

Energy – No report.

Finance – Chairwoman Fortunato stated that they had a meeting with Sue Smith before she resigned to go over the budget. Frank and Lorel had a question regarding Rusty's contract, there was a \$12,000 overage; it was determined this was for the Kitchen Design (food service design/culinary).

The question was asked who will be taking care of the spreadsheets, Jeff answered that Linda Savitsky, Interim Finance Director will be and that Kathy Natale in Finance has also been trained to update the spreadsheets, Lorel asked if Kathy will stay involved with this, Jeff stated yes she will. Chairwoman Fortunato asked if Linda could come to one of the meetings and Jeff said he will invite her.

Lorel asked Sue to do the first application for payment of the EDO 46, wanted to know if it was done. Mike will ask Kathy and find out.

## **7. New Business**

### **a. Adoption of EDO49 for new project-\*\* BOE Administration/storage**

This project is to create District Storage in basement location of the WHS. The Board of Education approved the filing of the above project on April 9, 2013. This is a separate project fully eligible for reimbursement from the State of Ct. with a reimbursement of up to \$15,000.

Ed Brymer made the motion that the Wethersfield Building Committee approve the Educational Specifications to create District Storage at the Wethersfield High School and the filing of ED049 State Grant Application, seconded by Diane Fitzpatrick, all present voted in favor.

## **8. Other Business:**

### **a. Hanmer Fire Alarm Progress Report**

Fred stated that the new system is in, and the turnover from the old to the new system should be within the next week. Once it is turned over, Associated with dismantle the old system and remove.

Fred also stated that to date we have received approximately \$21,000 back from the State on this project. He will submit the next reimbursement in the final paperwork of the EDO49 which he will bring to the Committee for their approval.

Chairwoman Fortunato stated that the May 2<sup>nd</sup> Chairwomen's Meeting will include a Finance Sub-Committee Meeting.

There will be a Special Meeting on May 6<sup>th</sup>, 5:30 p.m. at WHS to go over PCB test results.

## **9. Adjourn:**

Motion made by Dan Camilliere seconded by Diane Fitzpatrick to adjourn.  
All present voted in favor. Meeting adjourned at 8:46 p.m.

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

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**Diane Fitzpatrick, Clerk**