

**WHS & HANMER SCHOOL BUILDING COMMITTEE
MEETING MINUTES
Monday, September 9, 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 Arrived at 6:38 | | |
| | | | | |
| Liaison Present | David Drake, Council Liaison | | | x |
| | Mike Turner, Staff Liaison | x | | |
| | John Cascio, Bd. Of Education | | | x |
| | | | | |
| Staff Present | | | | |
| | Jeff Bridges, Town Manager | x | | |
| | Mike Emmett, Supt. Schools | x | | |
| | Tom Moore, WHS Principal | x Arrived at 6:50 | | |
| | Fred Bushey, Dir of Maintenance | | | x |
| | Lori Schroll, Administrative Analyst - Engineering | x | | |
| | Sally Katz, Dir. Of Physical Services | x | | |
| | Linda, Savitsky, Finance Director | | | x |
| | Keith Rafaniello, Board of Ed | | | x |
| | | | | |
| Guests Present | Rusty Malik, Quisenberry Arcari | x | | |
| | Lorel H. Purcell, O&G Construction | x | | |
| | Mike Gannon, BVH | X | | |
| | Darren Calucia Gale Associates | x | | |
| | Chris Hoffman, Hartford Courant | x | | |
| | | | | |
| | | | | |
| | | | | |

Call to Order: Chairwoman Fortunato called the Meeting to order at 6:34 p.m. in Media Center at Wethersfield High School.

1. Public Comments: - None

2. Approval of Minutes:

a. Minutes of the August 26, 2013 regular meeting. Motion was made by Dan Camilliere seconded by Diane Fitzpatrick; Discussion: Christine suggested that under #1-Public Comments, we should indicate that the parking Mr Miller supported was on Folly Brook Blvd. **All present voted in favor.**

3. Expenditures:

a. MAO Electric, Inv. # 00001935, 8/30/13, \$ 7,600.00. Motion was made by Diane Fitzpatrick, seconded by Dan Camilliere. Discussion: This bill will be paid when confirmation has been made that CL&P has been out there, Ed asked Mike to let the Committee know. **All present voted in favor.**

4. Change Orders: a. none

5. Correspondence:

- a. Copy of minutes Special Town Council Meeting of August 26, 2013*-Dan commented that he was happy that Mr. Miller was able to comment on the project to the Committee.
- b. WHS Newsletter 1 from O&G distributed to neighbors* - Lorel stated that Rob had gone door to door and spoke with the neighbors on Folly Brook Blvd and he reported that he had positive feedback from them. Christine requested that before any newsletter goes out to the public, it is sent to her and Diane for approval. Jeff asked that the telephone numbers for O&G be made public, including a sign on the trailer with the numbers on it. Discussion ensued regarding the traffic situation beginning October 15th when the traffic flow is altered. Questions were asked regarding Jay Street at Wells Road and whether there will be a police officer there directing traffic, or making it a right turn only as Jay Street backs up normally during the school year. Mike Turner suggests having the police and the safety committee meets and looks at alternates. Mike Emmett stated that the parents have been notified by Mr. Moore, and he will continue to reiterate the change at Open House.
- c. O&G letter to QA Architects dated September 4, 2013, regarding design review comments. Lorel stated that their review is half done, and she has another letter coming.

6. Committee Reports:

Site-work / Construction: no report

Communications: Diane stated that the committee had given Mike Emmett a one page information sheet to be typed up to be passed out at Open House this week regarding the change in the traffic flows.

Technology/Furniture: Mr. Moore stated that they had a lengthy meeting on Friday and met with representative from each discipline for specialized furniture, some things still have to be worked out with Rusty and he will get back to them. The Child Development teacher was concerned because she is going from 2 large rooms to 1 room, and they may not be able to accommodate the Busy Buddies program (this program is like a daycare and the students help with the children), also to continue this program, the restroom nearest to this room needs to be child size facilities. The question was asked if the rooms were designed for this program, it was stated that it was designed for culinary arts/fashion design. Rusty stated they have started looking at if there is any specialized furniture that we don't need to carry, he stated that there are some items that they were going to buy, but the school has the stuff already.

Energy: no report

Finance: Next meeting is September 23rd. Lorel is still working with the Finance Department to match her report with the Munis report, and ultimately distribute a single report.

7. Architect/CM Information:

- a. Discussion of design changes, pool basement, culinary – Continuing with the FF&E discussion, a few items came up for discussion; the guidance department would like more bulletin boards in their area and to confirm that there are lights in the doors.
In the gym area, a washer/dryer needs to be added to the plans; Rusty stated he will probably put it in its own closet in the manager's space. Also, it was brought up that showers are needed for the officials that referee the games. Discussion ensued on the need for these showers and whether they can use the existing showers. Rusty stated that there should be a savings due to the decrease in some lockers. Rusty stated he doesn't have a budget completed yet, he isn't done with every item, will get us one when he is done.

b. FF&E Draft Spreadsheet** - Rusty distributed a draft spreadsheet so committee can comment on format; he stated they are ironing out some issues and he will present to the committee a detailed item budget on 9/23/13. Ed was concerned regarding warranty issues (specifically running out before product is fully used); Rusty stated that nothing will be ordered until it is ready to be installed, so the warranty will be good.

c. Update on Phase 2 Code review – Review letter from Pierz was received late on 9/9 and Rusty has just begun going over it, but stated that he will have a response to each of the comments. The document then goes to the local officials, hoping to get this meeting set up for the end of next week. Once the document is signed off by everyone it can be returned to the State. Lorel wants to take advantage of any time savings, but would rather all the items were addressed now, instead of in the field where the cost would be more.

d. Phase 1 Construction status – Building Process Phase 1, is still on target for this month, received one signed contract back. Christine stated that there had been questions regarding the reduction of the pavement thickness on the lighter area (parking areas) from the recommendation of 3 to 2 ½ and Rusty was going to go back to his Engineer for his opinion. It was brought to Christine's attention that some of the Staff has concerns regarding the thickness due to the fact that heavy duty trucks are used and this could cause the pavement to break down sooner. If the ½ inch is put back in, this would be a change order, the ½ inch on the heavy area is an add alternate so this part is ok. Lorel doesn't have a cost estimate from the site contractor yet. For Parking Lots the Town uses 4 inches, but Zoning only requires 2 inch. Christine asked Rusty what the geotech engineer suggested, and he stated that he would prefer to go with 3 inches.

Lorel stated this is not time critical, because the paving will not be done till next summer. Dan stated that this is an important project, we already made a decision, but if the reports from the engineer come back again, we have to listen to them and take that into consideration. Christine stated that we met the standard actually we are over the standard, and all parking lots will break down. Christine stated we have to watch the money. Diane, agreed with Dan, but all this information should have been put on the table before the committee made a decision, she stated she cannot support putting the money back in, because prefer not to touch programs and she would rather the money goes to the inner workings of the building. Steve stated that the engineers and staff is giving the committee more information, this is a hard decision not to revisit. Christine asked if this is something the committee wanted to revisit at the next meeting, once the officials take a look at this. Peter stated since this isn't going to be done till next summer, we can decide if there is money to do this, if there isn't any money, then we can't do it. Peter stated that the committee needs to know how much this is going to cost. Christine encouraged the Town Staff to speak up and to let the committee know how they feel regarding items.

e. Update on Schedule - Lorel stated they are coming up with some ideas to value engineer Phase 2 before we go out to bid. She wants Rusty to go over it before it goes public. Jeff stated that if the Architect and the Construction Manager is presenting a value engineering list, you have been through this with your design team, and this team of professionals agrees this is a change that won't jeopardize this project than the Committee should be made fully aware of all information. The design subcommittee and design team will meet and begin vetting the VE suggestions. Rusty stated that any changes that are made will also have to be shown to the 3rd party reviewer for their review.

8. Old Business

a. Endorsement of BVH for building envelope testing

Mike explained an initial list was reviewed by Rusty and Lorel, prioritized the items. BVH and Gale prepared an updated list distributed today which includes the feedback from the consultants. Christine asked if there is anything not on the list that BVH/Gale would suggest. Darren stated that there are items above and beyond, but the list they have is a good list for inclusion in the bid documents. Darren then went over the Plan Worksheet, questions regarding warranties, and testing certain sections of the roof and windows. Rusty will put the number of tests and he and Lorel will decide where the tests should be done. Steve asked how much does the infrared scan roof test cost, Darren stated it costs more than the tests they are doing. Mike Turner stated that the professionals have put together a good set of tests.

Lorel stated she will include them in the new budget.

Diane Fitzpatrick made the motion to endorse the plan as it was presented tonight, Ed Brymer seconded it. Discussion: none; All present voted in favor.

9. Other Business a. none

10. Upcoming Dates

- a. September 16, 2013 Town Council meeting re: award F&O Hazardous Materials during construction.
- b. September 23, 2013, 9:00 a.m., Ground Breaking Ceremony
- c. September 23, 2013 Regular Sub Committees and Building Committee meetings

Mike stated that he sent out a proposed Building Committee meetings calendar for 2014, but he did not put the holidays in. Christine asked Mike to take off the reference to what room it will be in, and asked the Committee if they feel 2 meetings a month are still needed. Lorel made the suggestion to keep it the way it is for now. Mike stated he will have it for the next meeting.

Lorel stated there will be a weekly project meeting at the trailer either on Wednesday or Thursdays at 9, the building official and fire marshal will be invited to the meetings.

11. Adjourn:

Motion made by Dan Camilliere seconded by Peter Gardow to adjourn.

All present voted in favor.

Meeting adjourned at 8:44 p.m.

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

Diane Fitzpatrick, Clerk