

# WHS & HANMER SCHOOL BUILDING COMMITTEE

## MINUTES – MONDAY January 10, 2011

Chairman Fortunato called the meeting to order at 5:00 PM in the Town Manager’s Conference Room.  
Present:

Committee Member Name	Present	Absent	Excused
Christine Fortunato, Chairman	X		
(Vacant Position) , Vice Chairman			
Steven Barry	X		
J. Edward Brymer Jr.	X		
Daniel Camillieri	X		
Frank Dellaripa	X		
Diane Fitzpatrick	X		
<b>Liaison Present</b>			
David Drake, Council Liaison	X		
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guest Present</b>			
Jeff Bridges, Town Manager	X		
Fred Bushey, Dir of Maintenance	X		
Maria Kokinis Tougas	X		
Glen Yeakel, Friar Associates	X		

**1. Public Comments:**

1. None

**2. Items for Discussion:**

**I. Hanmer School**

- A. Review Fire Alarm System for Submittal to State – Chairperson Fortunato asked Town Manager Bridges to give the Committee and overview on this project. Town Manager Bridges advised the members that the Town has a \$100,000 Capital Improvement Project (CIP) to replace the Fire Alarm System at Hanmer School. The current system is antiquated and we cannot get parts for it. The new system will bring the school up to current code. As a code project, the Board of Ed can seek up to 52% reimbursement the State Dept of Education based on 2010 enrollment. To accomplish this, a School Building Committee needs to oversee the project and vote on the requirements, recommend a vendor to the Town Council, approve change orders and approve invoices for payment. The Town Council has tasked this Committee to oversee this project. The Wethersfield BOE has already approved this project and recommended it to move forward to the State for partial reimbursement. Fred Bushey advised that based on this Building Committee’s approval of the plans in their packet he can go to the State and request approval of the project. He has already talked to the staff at the State Dept of Education and was made aware the State Fire Marshal’s Office is six months behind in reviewing plans. He was advised the local Fire Marshal can perform a “local review” and approve the plans and he Dept of Education will move on Fire Marshal Dignoti’s approval. Fred advised that Friar Associates prepared the plans and bid specs, and that they were awarded the job thru a Town bid process. The alarm system being recommended will meet today’s code requirements and is expandable if additions are made to the facility. The bid specs are asking for a lump sum bid, as well as unit prices so if we decide to add more horns or lights we know the unit cost beforehand. Fred advised the only revision to the documents he has to make is to the cover page because he wasn’t sure of names of the current members of the Committee. Chairperson Fortunato questioned what the timeline would be for going out to bid. Fred advised with the Committee’s approval tonight he will have the specs ready for the Town Purchasing Dept to bid the end of February or beginning of March. We would keep the process open for three weeks. Fred will forward the State the plans with the appropriate EDO paperwork and minutes of tonight’s meeting approving the process to get them rolling. Fred’s goal is to have a contractor on board to begin work the day after school lets out for summer. Fred advised if there are any asbestos

abatement issues they will be handled thru his office. Glen Yeakel advised there are no time constraints on when the State will accept this type of safety project. With the current change in state administration he doesn't know what will happen in the future. Code issue projects have never been denied in the past. Dave Drake asked if this was a \$100,000 or \$200,000 Project. Fred advised it should cost about \$120,000. The costs have gone up since the project was originally approved by the Capital Improvement Advisory Committee and Town Council in the last budget. Fred also advised the costs are higher because he added the cafeteria stove hood system to the new system for monitoring. Dave Drake asked if we can bid the same brand systems we gave updated in the other schools. Glen Yeakel advised we can request the same type system but the State requires bids to name at least three different manufactures. Glen advised some modules are interchangeable among various manufactures. Glen recommended we should ask the winning bidder to order the materials right away and store them on site and pay him for the materials. This way there would be no reason to delay starting as soon as school is finished; Fred Bushey advised he would have no heartburn if the vendor wanted to start installing piping and wiring nights during the school year to get a jump on the project. Diane Fitzpatrick wanted to be sure our Fire Marshal signs off on the project before it goes out to bid. Chairperson Fortunato asked about architectural fees during the project. Fred Bushey advised within the \$120,000 are costs for Friar to design and oversee construction of the project. When the bids close the Committee will need to meet to review the bids and recommend a vendor to Council for approval, process change orders, and approve payment requisitions. Motion made by Diane Fitzpatrick seconded by Ed Brymer to move the project forward to the State for consideration. **All members voted in favor.**

B. Expenditures

1. Friar Associates Inc – Invoice No. 280780001 - \$2,000.00 – Chairperson Fortunato advised she had exchanged e-mails with members that Mayor Hemmann wanted to have the cost estimate for the Hanmer Renovation updated. There were still funds in the purchase order to do this, so Friar was tasked to update their numbers. This invoice represents their payment for the work performed. Town Manager Bridges handed out a packet Friar repaired “Project Budget Re-Evaluation” Glen Yeakel went over the contents of the packet and how the numbers were developed. Glen advised that this based on the project scope that was defined in 2008. Changes include the fact student enrollment projection have dropped from 397 to 369. This affects state reimbursement rates. The effective State Reimbursement Rate was 40.2%; it is now 38.35% due to the drop in enrollment figures. Glen then went over the chart showing the differences in total costs and reimbursable cost for “Standard Alterations”, Renovation Status” or New Construction” noting the State will require an analysis of new construction costs if “renovate as new” is being considered. Glen then went over the Budget Summary Page, noting costs have gone up for contingency and prevailing wages. There is no way of determining the energy incentives at this time; whatever savings there are will not reduce the construction cost but provide funds to offset the operating cost. Glen advised in re-computing his figures he used data for two Grade K thru 8 Schools they just quoted for Rocky Hill and CREC. Chairman Fortunato was then asked the status of the renovation projects. She advised the projects are still on stand down. High School numbers have not been recalculated as the Town is looking for \$11,000 for architect Quisenberry-Arcari to recalculate the high school figures. Members question when the projects will move to referendum. Chairman Fortunato advised the Mayor is talking with the Chairman of the Board of Education to determine which project to move forward and the timing. Diane Fitzpatrick advised we should wait and see what's coming in February from the State. Glen then went over the

project time line, noting if the referendum was passed this year the project could be done by 2014. A motion was then made by Ed Brymer seconded by Dan Camillieri to pay the \$2,000 invoice from Friar. **All members voted in favor.**

C. Old Business

1. None

D. New Business

1. None. Fred Bushey made members aware of the fact on Wednesday the Board of Education will be meeting with the Capital Improvement Advisory Committee and one of the items they will be looking for is funds to replace the Boiler at Hanmer and doing the necessary abatement to the building.

**4. Next Scheduled Meeting:**

A. Future Meetings will be scheduled on an as needed basis, probably in March. Members will be polled by e-mail with different date for consideration. A replacement for Dave Drake is needed.

**Adjournment:** Motion made by Dan Camillieri seconded by Frank Dellaripa to adjourn. **All members voted in favor.** Meeting adjourned at 6:06 PM.

**I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovation Committee.**

\_\_\_\_\_, Clerk