

Minutes of the regular meeting of the Public Building and Site Commission held on Tuesday, November 22, 2011. Chairman Robert Mitchell called the meeting to order at 7:00 p.m.

Present: Robert Mitchell, Thomas Catalina, Joseph Girgasky, Roger Letso. Absent: James Juliano, Anthony D'Angelo, Robert Edwards, Peter Samoskevich.

Also Present: Clerk of the Works William Knight, Fletcher Thompson representative Joseph Costa, Morganti representative Mark Schweitzer and Morganti field supervisor Chuck Blaszkowski, Kaestle Boos principal Chuck Boos.

Public Participation. None noted.

Minutes. Upon motion of Mr. Letso, the minutes of the regular meeting of October 25, 2011 were unanimously accepted as presented.

High School Expansion Project.

Mr. Mitchell had asked for a specific schedule as to when items will be done. This has not been delivered by Morganti. He made the request again, stating that it was to be delivered to the Commission no later than December 2, 2011.

Mr. Schweitzer said that there are seven major items left to be completed and are making progress. Samples of porcelain tile for the lobby between the double doors will be reviewed by the Town and the architect due to the difference in shade and sheen of the present tiles. Mr. Schweitzer said that the punch list will be done by January 1, 2012 except for the greenhouse and certain CO's. Damaged floor tiles in the cafetorium are scheduled to be replaced during the Christmas break. Mr. Knight said that the tile in the kitchen has been done.

Mr. Mitchell said that the Town is about ready to take over the job unless Morganti can get the subs to finish what may not be done by the end of January. There is no date on the delivery of the double wood doors. The door frame is in but one of the doors was taken down the steps by the wind and damaged. Mr. Knight said that the large outstanding issues are visual items, such as the paint. He said that some will be change orders. Mr. Blaszkowski said that all items are accounted for on one of three lists. Mr. Mitchell required that a single common list be produced between the contractor, the architect and Mr. Knight.

Greenhouse. Mr. Schweitzer said that November 30 is the firm date for the mock up. Mr. Blaszkowski said we are trying to find someone to do the job if the contractor does not finish the job. Mr. Mitchell asked for a back up plan for each item. Mr. Blaszkowski said that the fire alarm needs to be done also. Gas and heat have been tested. Mr. Knight said that there will be a change order for the transfer switch and one for a temporary generator. Mr. Mitchell noted that the driveway must also be completed. Mr. Blaszkowski said that this will be done by the end of next week.

Mr. Mitchel requested that a back-up plan be developed for each item. The delays on the part of a sub will not be acceptable.

Mr. Letso does not understand why this project is still not completed; Mr. Mitchell agreed. Mr. Mitchell feels that the end of January should be the last application for payment. He asked that the paperwork be coordinated so that the Town gets as much reimbursement from the State as possible.

Mr. Costa wanted to verify that the mockup on the greenhouse will be November 30. The smoke alarm will also be reviewed. He would like to review the seven items on the punch list. He agreed that the paperwork must be completed for reimbursement from the State.

Mr. Mitchell said that air handlers one and two will be inspected because they are not functioning and are sucking in water. He will issue a request for proposal to an independent engineer, not involved in the project, the architect or CM. A report documenting the design and construction will be provided so that a corrective action approach can be determined.

Review of Applications for Payment – High School Expansion Project

Morganti Application #29 in the amount of \$234,041.86. Completion is 95%. Mr. Mitchell said that the Town will not approve the next application if the project is not 100% and retainage will not be released until it is 100%. Mr. Letso moved to recommend payment of the above invoice with the stipulation that no retainage will be released until the project is 100% complete and that the next application for payment is for 100% completion. Mr. Girgasky seconded motion. All were in favor.

Fletcher Thompson final invoice #18340 in the amount of \$4,230.00. Mr. Letso moved to recommend payment of the above invoice. Mr. Mitchell seconded motion. All were in favor. Mr. Costa will contact the First Selectman if any more payments are requested.

Middle School Roof.

Mr. Boos said that the additional roof drain placement will be rescheduled. The missing LED lights will arrive next Monday. There is no additional cost for Silktown for the hurricane or snow storm. Mr. Knight reported that Silktown did extra work during the storm but did not charge the Town. Mr. Boos said that there will be a walk through by the beginning of December to determine the project close out status. Mr. Knight said that skateboarders were caught on the roof and they will be billed for the damage which will be repaired by Silktown. Mr. Boos said that Mr. Kirby will tend to the remaining punch list items. Mr. Knight said that this includes paint issues in the cafeteria. Mr. Boos said there are no pending change orders and we should close out next month including paperwork for the State. Mr. Mitchell requested that Mr. Boos provide a proposal for individual CD packages for the HVAC work to be done in the future.

Review of Applications for Payment.

Kaestle Boos invoice #8 in the amount of \$840.57. Mr. Letso moved to recommend payment of the above invoice. Mr. Mitchell seconded motion. All were in favor.

Hawley School HVAC project. Mr. Catalina said there was another walk through on Friday. Six contractors walked through. RFQ's are due December 9. Mr. Catalina said that total redundancy and a new boiler room are desired. The steam boilers should be removed in phase two. Mr. Mitchell reiterated that the initial portion of the project will be to do a complete facilities assessment so that the potential scope of the total project can be determined. The project can then be analyzed to develop cost effective bid/phasing packages.

Unfinished Business. None noted.

New Business.

The Commission congratulates Mr. Girgasky on his election to the Legislative Council.

Schedule of meeting dates for 2012. Mr. Girgasky moved to accept the meeting schedule for 2012 as presented. Second by Mr. Mitchell and unanimously carried.

The next meeting will be on December 20, 2011.

Adjournment. The meeting adjourned at 8:05 p.m.

Ann M. Mazur, Clerk