

**SHELTON HIGH SCHOOL
RENOVATION COMMITTEE REGULAR MEETING
120 MEADOW STREET
TEACHER'S WORKROOM
July 9, 2008**

Chairman Anthony Simonetti called the meeting to order at 6:05 PM.

The Pledge of Allegiance was led by Anthony Simonetti.

Roll Call:

Present: Marty Coughlin, John Fitzgerald, Michelle Kawalautzki, Anthony Savignano, Anthony Simonetti, Sean Sullivan **Excused:** Joe Pereira. **Absent:** Freda Keklik, Raymond Sullivan. Quorum 6 present and 3 absent

Others in attendance: Dan Casinelli, Fletcher – Thompson, Doug Shearer, Fusco – Project Manager, Bill Banfe - Operations Manager, Dana Urban - Director of Technology, Patricia Lilling - Recording Secretary

Marty Coughlin made a motion to accept the minutes of the regular meeting of June 11, 2008, seconded by Anthony Savignano, vote 6-0, motion carried.

The committee began with the work session. Anthony Simonetti explained that he arrived a few minutes early to review some items of concern with Dan Casinelli and Doug Shearer. The first item addressed was the stage floor that has buckled once again. It is not acceptable. The entire floor has to come up and be replaced before the show scheduled for the end of the month. Both Fletcher – Thompson and Fusco agreed. The men's locker room did not show signs of heat or discomfort today; however the coaches' room was warm. The auxiliary gym already has some broken ceiling panels (possibly due to flag twirlers' practice). The storage room is air-conditioned. It was suggested that the air duct be relocated to cool the Health & Team Viewing Room. He also visited the Special Education Suite on the 4th floor and found it cool, door handles for handicap use installed, and comfortable. Some discussion took place regarding relocation of the duct work to cool other areas rather than the currently cooled room that is used for storage.

Dana Urban, Director of Technology for the Board of Education made a presentation after distributing a hand out to all committee members for their review. Mr. Urban explained the proposal of the system description as well as the financial statement. The proposal came from HB Communications Technology Solutions. The system for media management would allow the high school media specialist/library staff to take "media" (VHS, DVD, in bound CABLE stations) and encode them digitally and provide storage and distribution of them so that all in the building have the ability to select from all that has been stored. "On Demand" options for display are in the classroom or on the computer monitor. Pre-encoded data becomes available across the network. The proposal also includes necessary equipment to do off network recording including on site sporting events for encoding, storage, and future viewing.

Anthony Simonetti inquired about current hookups in rooms – ability to mount projectors in the classrooms. Doug Shearer understood that his electrician has agreed to add additional conduit, and he is figuring the cost to run an extra wire for connections needed.

It was also asked if the intermediate school and the new 5/6 school will have the capability to use the media management system. Additional questions were posed regarding the compatibility of all future purchases and their alignment with the specs of this system. Dana Urban assured the renovation committee that he attends the technology meetings, writes the specs for all purchases, and feels that any purchases made now or in the future would meet the specs of this system. It is expected that eventually all buildings will be equipped with the necessary switches to use the media management system. Dana Urban will meet with the BOE Technology Building Committee to ensure the media management system is compatible with other equipment the committee is proposing.

Marty Coughlin made a motion to accept the media management proposal from HB Communications, presented by Dana Urban at a cost not to exceed \$140,717.60, monies to come from the technology account, subject to BOE Technology Building Committee approval, seconded by Sean Sullivan, vote 6-0, motion carried.

Doug Shearer said that the O & M As-built Manuals are well underway. Mechanical and electrical O & M's are in for approval, plumbing O & M As-builts have been approved, and electrical O & M's have been revised and resubmitted. Mechanical training will need to be scheduled which will include physical and video training for the maintenance department. Currently they do not have control of the system. The sports cages should be going in next week. Card swipes for the elevator should be done prior to the start of school. Dan Casinelli will contact Amano.

Doug Shearer brought additional letters of boiler warranty information which he distributed to the committee for their review. Anthony Simonetti said he reviewed the letters, finds them acceptable, and asked for the views of the committee. A discussion of the letters and warranty period took place.

John Fitzgerald made a motion to accept the letters of warranty for the boilers as stated, with review by Tom Welch, Corporate Counsel, pursuant to letter to extend warranty from date of acceptance July 9, 2008 or such date as review is completed by Corporate Counsel, second by Anthony Savignano, vote 6-0, motion carried.

Anthony Simonetti brought up the subject of the doors. Doug Shearer responded that he is having great difficulty getting a quote from THP. Doug offered the committee the opportunity to work with THP directly. He has the electrician ready to connect however, the door company has not responded. A brief discussion took place which may result in consulting another door company. There is also difficulty locating the specs for the phone system. Bill Banfe will continue to pursue the specs from Don Ramia and the

headmaster, but he may have to contact the two vendors, Deltacom and Sonitrol. It will have to go out to bid, and he is hopeful it can be done prior to the start of school. Anthony Simonetti requested Fusco to complete the slop sinks with monies already approved by the Board of Aldermen.

Dan Casinelli stated that they are waiting word from Fusco for a final walk through.

Sean Sullivan made a motion to go into executive session, seconded by Michelle Kawalautzki, vote 6-0, motion carried. Executive session began at 6:50 PM.

Michelle Kawalautzki made a motion to resume the regular session of the meeting, seconded by Anthony Savignano, vote 6-0, motion carried. Regular session resumed at 7:10 PM. The chairman asked that the record reflect that no decisions or motions were made during executive session.

Bill Banfe brought to the attention of the committee that in 2001-2002 the Superintendent gave him the responsibility of the Civil Rights Compliance Review. Mr. Banfe felt that many of the issues of code compliance have been addressed by Fletcher – Thompson and Fusco and that the renovations of the high school will answer many of those concerns. Dr. Wood will be invited for a final compliance review shortly. The accreditation will begin again this year, and Mr. Banfe felt that the high school should be in compliance and in good shape for that process.

Mr. Simonetti discussed the \$800,000 give back to the committee from Fusco. Mr. Banfe reviewed several items at the meeting; however, he felt that a review by Doug Shearer and himself is in order so that the numbers align and match exactly. Many of the numbers presented by Fusco take into account a possible charge to the line item. The committee numbers are exact. They will meet, review, and complete ledger formatting.

Anthony Simonetti asked when the systems would be turned over to Ken LaCroix and his crew. Training should take place in the next two weeks, no later than the next meeting. Anthony Savignano stated it is imperative this training be done now. Fusco food monies will be coming through with this month's financials. The slab behind the auditorium needs to be done and will be included in the proposal for the trailer site work. Doug Shearer presented a change order to complete the venting in the Unisex Toilet Room on the 4th floor and relocation of the water lines at the Boys' Locker Room.

Marty Coughlin made a motion to approve the change order to install a 4: PVC vent line for the 4th floor Unisex Toilet Room and the relocation of water lines at the 4th floor Boys Locker Room not to exceed \$4753.20 with monies to come from project contingency, seconded by Sean Sullivan, vote 5 – 1 opposed (J. Fitzgerald), motion carried.

Dan Casinelli will provide information to Chairman Simonetti regarding the door lock RFP. Doug Shearer will speak to a separate contractor with regard to outside door replacement.

Bill Banfe explained the Eagle Leasing invoice was due to damage for a returned container. Bill investigated and found no reason to believe the damage was done by one of our employees; however, he has never run into difficulties with Eagle Leasing and has questioned them in regard to the damage, but feels at this time there is no need to continue to pursue.

John Fitzgerald made a motion to recommend payment for the following invoices: E. Victoria (\$118.15) and Eagle Leasing #SI01349 (\$150.00), seconded by Anthony Savignano, vote 6-0, motion carried.

John Fitzgerald brought forward the tabled motion for Fletcher–Thompson invoice in the amount of \$9852.70. The committee discussed the invoice, and a suggestion was brought forward to make partial payment.

John Fitzgerald made a motion to partially pay Fletcher – Thompson application #61 in the amount of \$4852.70, seconded by Anthony Savignano, vote 5-1 opposed (Marty Coughlin), motion carried.

Balance to finish (\$1,090,050) was discussed on Fusco ledger with some monies to be returned to the committee. The committee reviewed the numbers with Doug Shearer to clarify the amount being billed for this month Application #29.

John Fitzgerald made a recommendation for the committee to pay Fusco, Application #29 (\$386,719.00), seconded by Anthony Savignano, vote 6-0, motion carried.

John Fitzgerald made a presentation for Joe Pereira which addresses the original trailer site. He explained he has met with Bill Mooney from the city, and he agreed to have his crews clean the bank area, sidewalk, spray to kill vines intertwined in stonewall, and prune maple trees sometime next week. The plans presented are specs to complete the area.

John Fitzgerald made a motion to authorize Bill Banfe to send out for bid proposed site development plans for sidewalk/landscaping area as described including slab/ramp at stage door, vote 6-0, motion carried.

Michelle Kawalautzki made a motion to adjourn the meeting, seconded by Sean Sullivan, vote 6-0, motion carried.

Meeting adjourned at 7:45 PM.

Respectfully submitted,

Patricia Lilling

Patricia Lilling
Recording Secretary
July 15, 2008