

**SHELTON HIGH SCHOOL RENOVATION BUILDING COMMITTEE
REGULAR MEETING
120 MEADOW STREET
MEDIA CENTER TEACHER'S WORKROOM
JUNE 11, 2008**

Chairman Anthony Simonetti called the meeting to order at 6:01 PM and led the Pledge of Allegiance.

Roll Call:

Present: Martin Coughlin, John Fitzgerald, Michelle Kawalautzki, Joseph Pereira (arrived 6:06 PM), Anthony Savignano, Anthony Simonetti, and Sean Sullivan. **Absent:** Freda Keklik and Raymond Sullivan. Quorum at roll call 6 present and 3 absent. Upon arrival of Joe Pereira, quorum was 7 present and 2 absent.

Others in attendance: Daniel Casinelli, Fletcher-Thompson; Douglas Shearer and Cyndy Fredrickson, Fusco Corporation; Mike Duane, Superior Mechanical; David Presutto, SHS Housemaster; Eileen Victoria for Patricia Lilling, Recording Secretary.

Agenda Item #4 Approval of Minutes:

Michelle Kawalautzki made a motion to accept the minutes of the regular meeting of May 14, 2008, seconded by Martin Coughlin, vote 6-0, motion carried.

Agenda Item #5 Work Session:

a. Fletcher-Thompson and Fusco Corp. Construction Progress Update:

Doug Shearer began by stating he asked Mike Duane from Superior Mechanical, who is the subcontractor for all of the HVAC, to attend to explain about the chillers. Doug said the display cases were installed, the lighting in the egg crating needs to be put in, along with one piece of trim. Fusco is ready to schedule another punch list walkthrough of the building with Fletcher-Thompson. THP's (general contractor) O&M Manuals are in for approval. Fletcher-Thompson is reviewing them. The mechanical O&M Manuals were submitted and are being revised. They should be in later this week. The electrical O&M Manuals came in for approval and are back out for revision. Dan Casinelli said he sent the sketch for the slop sinks to Doug for pricing. A meeting occurred to look at the auditorium with respect to the O&M Manual. They also met to look at cabling in the science rooms. Joe Pereira arrived at 6:06 p.m. Sean Sullivan mentioned a meeting with Dan Casinelli and a representative from Amano. Cyndy Fredrickson said it is scheduled tentatively for Friday, when the kids are out on early dismissal. Sean said the manuals reflect the old model. The concern was some of the systems have not been tested. He has never seen or heard the hearing-impaired system. There is discrepancy with the microphones. The issue of replacing the three old microphones with replacements will get resolved in the meeting, along with other housekeeping issues. Cyndy Fredrickson said training videos regarding the curtain call and hearing-impaired systems were submitted to Fletcher-Thompson. Once they receive approval, they will be handed over to the owner. Dan Casinelli said that since the last meeting, Dan and Doug went through the items cited. The boiler issue will be discussed. There is a sketch for the sink location. He noted the oil tank cap had cracks but were not the result of the

construction. Dan Casinelli thinks they have been there longer than two years. Chairman Simonetti asked if he looked at the curbing. A new curbing is owed and a section of the sidewalk needs to be patched. Dave Presutto said the old boys' locker room had no air and no exhaust fans. Dan Casinelli said that locker rooms are typically not cooled, but there is heating and ventilation. Outside air is brought in. Chairman Simonetti asked if the ventilation is working; if not, it should be put in there. Dan said that Fletcher-Thompson's mechanical people are looking at it. He added that the girls' locker room is o.k. He said HV16 and HV17 are exhaust fans that are operational. HV5, 7, and 9 in the gym don't have air conditioning. Units are blowing in outside air. There are exhaust fans in the rooms but not a lot of them. There will be a problem with 95 degree weather. Dan will have it looked at. Dave Presutto commented that the administration doesn't remember these issues happening before. The auditorium is cool in the morning, but it gets very warm in the auditorium and classrooms. It wasn't that bad today depending on which part of the building he was in. Marty Coughlin said Room 390 was unbearably hot the day of the dedication. Doug Shearer said this appears to be going back to the chiller issue. It's been documented that the chillers were struggling to keep up with the heat wave. E-mails have been sent to Dan, Mike Duane, and Chairman Simonetti. Fusco was requested to not have the building go into night mode and run the air conditioning all night so it catches up. Yesterday and the day before it appeared the building kept getting warmer. There are trends that show the pattern. 57 degree chilled water fed to the a/c doesn't get cooled. Chairman Simonetti reviewed the e-mail with the committee. He said the temperature control system is set for 42 degrees. The chillers are running at 100% capacity. Mike Duane said the tubes should be cleaned out and punched. Water going out should be 10 to 15% cooler than what comes in. He explained how it should be cleaned and answered questions. Dan Casinelli added that typically a service person comes in. Dave Presutto said there's been no consistency with the temperature in the rooms before the heat wave occurred. It changes every day. Don Ramia has gathered the information from staff. Chairman Simonetti asked Dave to get the information from Don and send it to Ken LaCroix and Doug Shearer. Mike Duane said that if the room numbers are known, they can be put on the computer and a trend analysis can be done. Dave asked if some contingency funds can be made available to update the old chillers. Dan Casinelli said that during the design phase, Fletcher-Thompson staff looked at them, and they seemed to be functioning, adding that they could be cleaned. Mike Duane said that the manufacturer's representative for the brand of chiller should be retained to look at them. Chairman Simonetti asked Eileen Victoria to ask Ken LaCroix to place a service call to Trane and get a letter stating they are at 100% capacity, if that is the finding. Sean Sullivan asked for confirmation that the weight room has a/c. Dan said that in the new construction, a new unit was put on top to service the weight and trainer's rooms. Doug explained that right now, the school is fully automatic and running on outside air temperature. If it becomes 40 degrees outside, the boiler will kick on. If heat is needed, heating will come on, and if cooling is needed, one chiller will come on until the second one is needed. Nobody is driving the system right now. Fusco is working to get to the point of training Ken and his staff to use the system. It needs to be done at some point. Thought has to be put into how to make the system run efficiently (i.e., making predictions to adjust for warmer days). The Chairman said that Dan will look at the locker rooms to see what is there, suggesting he look at it on a day like today. Dan said he would also look at the health room.

Chairman Simonetti said he spoke with Tom O'Neill, an attorney for Superior Mechanical. The Chairman is awaiting a letter from him. He reviewed several pieces of correspondence with the committee, which included a letter dated 4/11/08 to Doug from Superior; a letter dated 5/8/08 from Dan to Doug; the boiler warranty letter dated 5/13/08 from Superior Mechanical; a letter dated 5/15/08 from Doug to the Building Committee; a faxed letter dated 5/14/08 from Precision Boilers to Mike Duane, and e-mail correspondence from Doug. Doug had asked the Chairman to contact the attorney. The Chairman feels that although the warranty is not bad, he wanted more because the Board of Education is concerned about the three boilers that had problems. Mike said that the Chairman drafted a letter on how he wants the warranty worded. Precision Boilers had trouble with the letter because they don't install boilers. To expedite, he felt it would be good for the attorney to talk with the Chairman and Precision. The standard warranty is simple. The Chairman said he received notice that cold water is going into the hot boiler. He asked if that was resolved. Mike Duane explained the water goes into the condensate pump. He is not concerned about the Flex Tube boiler. Dan Casinelli said the issue with the water going into the boilers is that Ken LaCroix wants to lay the boilers down for the summer. City water is fed into the boilers. Ken was told he couldn't do that. Fletcher-Thompson can't design a system that brings the water in. It can be fed into the condensate pump. Mike Halloran (F/T) will explain to Ken what to do to achieve the result he wants. Mike Duane said that proper chemical treatment needs to be done continuously throughout the year. He explained the process, noting that they don't do a good job here. He added that chemical treatment wasn't part of this job. Superior replaces boilers. O&M Manuals explain how to do the chemical treatments. Further discussion ensued; questions from committee members were answered by Mike. He said it should not be a staff member doing the treatments; it should be done by an outside company. Mike noted that in the letter from the attorney, Precision will warranty all materials and supervision; Superior will warranty labor and make any repairs to the boilers. He expects the letter by the middle of next week. Chairman Simonetti thanked Mike Duane for attending.

The Chairman asked about the Card Swipe System for the elevator door. Doug Shearer has to look into it. He said it would be done by the end of the summer break.

Martin Coughlin said he was approached by Linda Welch regarding installing carpeting in the TV Studio. Dan Casinelli said this was discussed. Nobody wanted to put in carpeting. Sean Sullivan suggested it might be needed in a certain location. Dan noted that maybe there's a sound problem. The Chairman reminded the Committee that carpeting brings housekeeping and cleanliness problems.

Martin Coughlin wanted to know who is writing the specifications for the interior locks. Dan Casinelli said he submitted a proposal, but the building committee didn't want to approve the additional services. He has the exterior locks. It was noted that the specifications need to go to Gene Sullivan, the City's Acting Purchasing Agent. The Chairman will work it out with Dan.

John Fitzgerald discussed the work that has been done with the trailer parking area and sidewalk. Joe Pereira drew a plan for the parking area. There are three phases that could be bid out separately. Bill Mooney reviewed the plans. There are no funds available from the City for materials, but Bill committed to cleaning the grass area and putting down weed killer and mulch. Regarding the sidewalk, the City trucks will be sent out to clean it when school is out of session. Regarding drainage issues, Bill would like to see the erosion problem addressed for the City. John showed Bill Joe's plans, but

the City can't do it as the work crews are tied up for a while. John said the upper part will be done right away. The City is not committing to buying material or sending labor, but they would welcome the Committee going to bid to help them with the water. He noted that Joe Pereira provided him with a construction cost estimate. Phase 1 would include getting the sidewalk done, clearing trees, and returning the area to loom. There would be no parking. Bill Mooney agreed with it.

John Fitzgerald made a motion to put out to bid the construction of the sidewalk along the temporary parking area, per plans made available by Joseph Pereira for Installation of Sidewalk; seconded by Martin Coughlin, vote 7-0, motion carried.

Sean Sullivan said a meeting occurred last week about the projectors. The faceplates don't meet the requirements of the Board of Education. Dan Casinelli and Joe Remson are working on alternates. There are concerns about the conduit being only $\frac{3}{4}$ " instead of $1\frac{1}{2}$ inches. It is back to Fletcher-Thompson to remedy the situation. Per the recommendation of Dana Urban, the Director of Technology, there is a new faceplate. Sean displayed a diagram. Dan Casinelli will look at it to see what was originally installed and will make what's there work. Dan will get a sketch to Fusco. Dave Presutto asked if it would eliminate the need for adapters. Sean said that the adapters would be in the faceplates.

Marty Coughlin asked if there's been any progress with the outside doors. Dan Casinelli said that Doug gave pricing, and the drawings stayed the same. Doug explained that if it is started right now, it will be about ten weeks for material, hardware, doors, frames, and the approval process. The summer is missed. With an approval now, work would begin the end of September. He is concerned with the progression, and he explained the process. The questions that need answers are: What happens at night because the side of the school would be open? If the fire alarm goes off, the stairwell is blocked. Some possible answers were given by the Chairman, who noted that the fire marshal would be involved. Marty Coughlin asked if the pricing for materials, etc. was the same as before. Doug would have to ask THP, but he thought it wouldn't be too far off from the original price. Fusco's supervision and a percentage increase would be added on. Doug said the alternative is to do it next summer. Marty thought the fire marshal should be contacted now. Doug said it would take three to five weeks to work around the building. Doug asked if the committee still wanted to put security on these doors. Marty wanted to complete the whole system. Doug said the pricing is \$55,000 for the door security. THP will confirm pricing. Chairman Simonetti will speak with Fire Marshal Tortora.

The Chairman said he received a letter from Fusco about the situations that were discussed previously: 1. Abuse of the elevator. He wanted Fusco to help pay for the repairs. He noted he had a list of the Northeast Elevator invoices, and asked for confirmation that a copy had been sent to Fusco. Fusco confirmed they had received them. 2. Extra electricity costs. Chairman Simonetti doesn't believe it's anything to do with Fusco. 3. Boilers. This has been discussed. Marty Coughlin said that Dan and Doug were supposed to meet with Ken LaCroix regarding electrical use. Dan said he met with Don Ramia and was given a schedule of how the building is used. Fletcher-Thompson is putting together an energy analysis. Michelle Kawalautzki mentioned the automatic HVAC system that was turned off and never turned back on. Marty said that one system went down and the other was turned back on. The old system is the issue. Sean Sullivan said the systems are running as installed and can be tweaked to

economize. The Chairman said that the chillers will get fixed and the air conditioning left running all night when necessary. Dan said the new equipment probably uses more electricity than old equipment because of the increased air flow and larger units.

The Chairman discussed the 4th floor wiring that was cut and not put back. Doug said that all of the work was done through DC Electric. They disconnected the wires that fed the art wing area. It was not shown on the documents to re-feed the area. The Board of Education came in later and said there were no phones. The BOE hired Mercury, and there was a cost associated with that. Chairman Simonetti said that if it wasn't on the plans, why didn't Fletcher-Thompson catch it? Should we hold the sub-contractor through Fusco responsible or Fletcher-Thompson? Dan said the electrical engineer provided an answer. He will follow up with an e-mail response. The Chairman stated that parts of the pneumatic equipment were disconnected or cut and caused the BOE to hire someone to check on the things that weren't right. Doug asked if that could be charged to the construction contingency. The Chairman wanted to know why that should come from the construction contingency. Marty felt that it should be known whether or not the BOE spoke to Fusco before hiring another party. He feels it's Fusco's responsibility to solve the problems but not if Fusco is not told. Chairman Simonetti said DC Electric needed a circuit in the computer room, so they put all of the computers on one circuit and used the other ones for other equipment. Doug said he doesn't have a response right now. Marty said the BOE was supposed to document these claims. If they don't do it, it's not the committee's responsibility. Doug said each house area was closed with temporary walls for demolition. There may have been pneumatic lines cut and not noticed by the workers. He thinks the BOE may have noticed before our people did and they fixed it. It's a condition that happened through construction. He asked if Fusco could reimburse the BOE through the Construction Contingency. Chairman Simonetti said it's an error made by the subcontractor and should not come from Construction Contingency. They should be responsible if a cost can be determined. Marty said the committee made it clear to the BOE. The Chairman said that Dan will find out about the computer and telephone hook-ups. Dan said it was supposed to be phased out, not cut. John Fitzgerald suggested that Chairman Simonetti write a letter to the Board of Education saying that the project is being closed out. We need documentation, or the items will be dropped. The Chairman said he is trying to clear up with Fusco. The only issue is the work elevator at this time. Doug said the contract allowed them to use the elevator, and he questioned whether the construction contingency should be used for those costs. The Chairman feels that there was abuse, not use, of the elevator. He has invoices for repairs made during 2006 and 2007. Doug received a copy, but he didn't respond. The Chairman said Fusco has to respond to it. Doug said his previous response was to use Construction Contingency. Marty advised Doug to put Fusco's position in writing. John Fitzgerald questioned the invoices, wanting to know what category of bills they were. Chairman Simonetti said the services were above and beyond normal service calls and reviewed the charges.

b. Executive Session: Item was tabled.

Agenda Item #6: Report of Special Committees:

a. Finance Committee: Approval of Invoices:

John Fitzgerald made a motion to approve payment of the following invoices: P. Lilling for meeting minutes of 5/14/08 (\$158.95); Eagle Leasing, Invoice #s RI73261

and RI76608 dated 5/31/08 for monthly trailer rental fees (\$75.00 each) and Invoice #s RI78000 (\$125.00) and RI78001 (\$75.00) for trailer pick-ups; Shelton Board of Education for Invoice #764 dated 6/4/08 for custodial overtime on 5/18/08 (\$688.00); and Sonitrol for Invoice #500121 dated 5/27/08 for programming 20 new phones to new paging system (\$465.50), and Invoice #500123 dated 5/27/08 for service related to paging system (\$269.50); seconded for discussion by Anthony Savignano. A question arose regarding the Sonitrol invoices. Anthony Savignano explained that the services for the paging system were discussed at a previous meeting. **Vote 7-0 to approve payment, motion carried.**

John Fitzgerald reviewed the balance of the invoices with the committee: from Fletcher-Thompson – Application #60 for construction administration services through 4/30/08 (\$9,852.70), Application #61 for construction administration services through 5/31/08 (\$9,852.70), and Application #62 for reimbursable expenses through 5/31/08 (\$179.64) and Fusco Corporation – Application #27 for Construction Management through 4/30/08 (\$231,288.00) and Application #28 for Construction Management through 5/31/08 (\$556,136.00). It was noted that Fletcher-Thompson's Application #60 and Fusco's Application #27 were tabled at the last meeting, pending resolution of items. Dan Casinelli said that Fletcher-Thompson's Application #61 is the final payment of the 20-month construction administration contract, which was billed at a consistent rate of \$9,852.70 over the 20-month period.

John Fitzgerald made a motion to approve payment of Fletcher-Thompson's Application #60 for construction administration through April 30, 2008; seconded for discussion by Anthony Savignano. Anthony Savignano stated that Fletcher-Thompson still owes us work, but Application #61 indicates Fletcher-Thompson is 100% complete. **Vote 7-0 to approve payment, motion carried.**

Anthony Savignano made a motion to table Fletcher-Thompson's Application #61; seconded for discussion by John Fitzgerald. Anthony Savignano said that once the outstanding items are resolved, their application will be paid. Michelle Kawalautzki asked how long the payment would be held off. Anthony Savignano said it will be held pending resolution. Sean Sullivan asked what the schedule is for finishing work that was supposed to have been completed in 20 months. Chairman Simonetti said that Dan Casinelli has to work with Doug Shearer to complete the items. Dan Casinelli said the O & M Manuals will go back next week. He is still working on the problems. Anthony Simonetti said the floor on the auditorium stage still has to be done. John Fitzgerald asked for a timeframe. Dan Casinelli said it's back to Fusco, and he will get answers from Doug and Cyndy. Martin Coughlin questioned what happens if the fire marshal says the doors can't be done until next summer. Dan Casinelli said that's additional scope. Anthony Simonetti expressed confidence that Dan Casinelli will complete all work as agreed upon. **Vote 7-0 to approve tabling Application #61, motion carried.**

John Fitzgerald made a motion to approve payment of Fletcher-Thompson's Application #62 for reimbursable expenses through May 31, 2008 (\$179.64); seconded by Anthony Savignano, vote 7-0, motion carried.

John Fitzgerald made a motion to approve payment of Fusco Corporation's Application #27 dated 4/30/08 (\$231,288.00), stating that this invoice was tabled at the last meeting pending receipt of information, noting that although the information wasn't received, there wasn't enough information; seconded by Anthony Savignano, vote 7-0, motion carried.

John Fitzgerald made a motion to approve payment of Fusco Corporation's Application #28 dated 5/31/08 (\$556,136.00); seconded for discussion by Anthony Savignano. The amount was questioned. Dan Casinelli explained that this period's invoice amount is \$121,040; the difference of \$435,096 is a reduction in retainage, which the subcontractors are allowed to draw down on. John Fitzgerald said that without the retainage, there is a balance of \$1,597,960, and the number includes part of the contingency. Doug Shearer added that there is \$600,000 in contingency that Fusco can't bill against, and \$200,000-\$300,000 in other line items that Fusco hasn't used that will come back to the project. He added he still has some items left to bill. Sean Sullivan asked about the percentage of completion. Doug Shearer agreed with John Fitzgerald's response of 94%. Dan Casinelli listed some of the miscellaneous items that still need to be done, such as punch list items, turnover of O&M Manuals, the concrete curbing. **Vote 7-0 to approve payment of Application #28, motion carried.**

Chairman Simonetti reviewed the items that need to be addressed: Superior; Dan will work on overhead projectors and the problem with the wiring; Doug has the elevator piece; Ken LaCroix needs to provide more information on the other problems; Fusco can't control the electricity usage; Superior is working with Ken on balancing the system; Room 390; Dan is working on the air movement in the locker rooms to keep the smell out; Air Conditioning in Room 482; Chairman Simonetti will call the fire marshal about the doors. Dave Presutto will provide room numbers for the classrooms that are experiencing HVAC problems.

Doug Shearer was asked if he had any change orders. Doug presented a change order for the slop sinks for the janitor's closet. The price is for relocating the three bay sink and adding two new slop sinks. The item was tabled.

Agenda Item #7: Adjournment:

The next meeting is scheduled for July 9, 2008.

Anthony Savignano made a motion to adjourn the meeting, seconded by Sean Sullivan, vote 7-0, motion carried. Meeting adjourned at 7:55 PM.

Respectfully submitted,

Eileen Victoria

Eileen Victoria

Recording Secretary, SHS Renovation Building Committee

June 16, 2008