

**SHELTON HIGH SCHOOL
RENOVATION COMMITTEE REGULAR MEETING
120 MEADOW STREET
TEACHER'S WORKROOM
MAY 14, 2008**

Chairman Anthony Simonetti called the meeting to order at 6:00 PM.

The Pledge of Allegiance was led by Anthony Simonetti.

Roll Call:

Present: Marty Coughlin, John Fitzgerald, Michelle Kawalautzki, Anthony Simonetti, Sean Sullivan, Anthony Savignano, and Joe Pereira (left during executive session – approximate time 7:30 PM) **Absent:** Freda Keklik, Raymond Sullivan. Quorum 7 present and 2 absent – Quorum after departure of Joe Pereira 6 present and 3 absent

Others in attendance: Dan Casinelli, Fletcher – Thompson, Associate Principal, Doug Shearer, Fusco – Project Manager, Cyndy Fredrickson, Fusco, Donald Ramia, Headmaster, Patricia Lilling, Recording Secretary

Marty Coughlin made a motion to accept the minutes of the regular meeting of April 9, 2008, seconded by Sean Sullivan, vote 7-0, motion carried.

Marty Coughlin made a motion to accept the minutes of the special meeting of April 18, 2008, seconded by Michelle Kawalautzki, vote 6-0-1 abstention (S. Sullivan, not present at special meeting), motion carried.

The committee began with the work session with Doug Shearer addressing extra security work needed because some parts were wrong but system should be complete by Monday. He also stated that punch lists are 95% complete. The video training and training of systems in place is 75% complete. The O & M Manuals have been submitted to Fletcher – Thompson for approval with the mechanical manual returned rejected. They are being revised. Plumbing has been submitted and approved. Electrical and general trade manuals are currently in for review. Some as-builts have been received and submitted for approval. The display case should be completed in the beginning of June.

Dan Casinelli met with Doug on site to review punch lists. He stated he was not satisfied with quality of some work. Chairman Simonetti asked him to be more specific. Dan said drywall in the weight room and some work done in locker rooms was not acceptable. Fusco agreed to fix the problems mentioned. Also he found some sequencing in the manuals that needed clarification.

Anthony Simonetti addressed all present for their input of items that may need discussion. He started with Don Ramia – He listed items of concern as: door to the fourth floor, elevator swipe system, and phone system. Discussion took place regarding Amano and the elevator swipe card system. They took a look at the pricing of the

original estimate. Dan said the vendor was asked to review the number and resubmitted with approximately a \$2100 reduction. Mr. Ramia and Dave Santelli of Fusco recently walked through the building and determined all damaged ceiling tiles have been replaced.

John Fitzgerald asked that Fusco discuss Application #27. Doug Shearer said there was not a great deal of money left in the bid packages. He listed a few dollar amounts that would be returned to the committee (asbestos \$35,000, \$9,500, media management system \$10,000, glycol \$25,000, summer supervision \$136,000, unassigned reimbursables \$175,000, assuming any items not billed will be returned to the committee – Doug will verify that). Doug brought up the \$25,000 for the site work on the original trailer site. He also added there is an additional \$604,000 in construction contingency. He determined there are some line items that will be returned to the committee. John Fitzgerald asked that once the invoice application on the table is paid what retainage remains indicating a responsibility of Fusco to remain on the job until completion. A discussion took place regarding retainage by trade.

Bill Banfe stated that approximately 10 days ago he held a meeting with the following present: Don Ramia, Nick Zerella, Doug Shearer, Dan Casinelli, Cyndy Fredrickson, Dave Santello, and Ken LaCroix. The meeting was to go over punch list items that were brought to his attention: telephone system, door going to the fourth floor, and the ceiling tiles mentioned earlier. Mr. Banfe felt that things were in good shape regarding the punch list. He addressed the recording system that was put in the security office should be relocated. Pricing will be needed to complete this noting that security will have remote access when needed. Also a brief discussion took place regarding a smell in the auxiliary gym which is no longer there.

Marty Coughlin inquired how the performance over the last weekend went in the auditorium. Sean Sullivan spoke to the auditorium. The sound system was not used because the company used for sound for this performance brings in their own system. Also the front fill speakers have not been purchased. Non motorized rigging paid for by the Board of Education last year was used, and the lighting was good. Sean also added that the stage floor has not been painted. A discussion regarding the stage floor took place. Mr. Sullivan strongly stated the floor should be painted as originally planned.

Anthony Simonetti referred again to the boilers and their warranty and guarantee issues. Doug Shearer brought forward new letters from the boiler manufacturer and installer. Precision Boilers stated that their service technician engineer has completed work/repair and that all 3 boilers will provide years of trouble free service. Superior (installer) also stated that they will warranty the 3 Precision Boilers for a period of one year after owner accepts, covering all parts and labor; however, it does not cover normal maintenance. Doug Shearer would like to forward those letters to Fletcher – Thompson and the committee for review. Dan Casinelli added that the boiler does have a 20 year warranty on some items. All warranty information will be covered in O & M Manuals, and it will outline all items and how they will be covered. Dan Casinelli continued to explain the differences in the warranty items, some items 20 years, some items 1 year. Base items in the specification will meet the criteria for the longer warranty time. The committee wanted more definitive information put in writing citing

any work done for repair recently should not null and void the original warranty/guarantee.

Marty Coughlin made a motion for the committee to go into executive session at 6:40 PM, seconded by Sean Sullivan, vote 7-0, motion carried.

Note: Joe Pereira left during Executive Session to reduce the quorum to 6.

Marty Coughlin made a motion for the committee to resume regular session at 7:35, seconded by Sean Sullivan, vote 6-0, motion carried.

There were no decisions or motions made during executive session.

Anthony Simonetti brought up the \$69,805.45 change order to complete the original site of the trailer with parking. Marty Coughlin said the committee did not wish to make a motion and the change order was not approved.

The next item addressed was damage done. Dan Casinelli said sketches for slop sinks are done to be sent over for review. The custodians wanted to have a double sink near the loading dock. Marty Coughlin suggested this be discussed with maintenance supervisor Ken LaCroix. Second floor and fourth floor areas were mentioned. Damages to the elevator in the amount of \$6,000 will be discussed by Bill Banfe and Ken LaCroix to produce invoices to close this out. Another item in the amount of \$1,200 in diagnostic damages due to mistakes by the contractor where lines were cut and not replaced was brought up. Anthony Simonetti also wanted invoices for this item. Anthony Simonetti wanted Ken LaCroix to do some research on the back driveway regarding the cap on the oil tank, removal of curbing, and pipes placed going to the new cooling tower. \$525 for custodial work needs to be documented. Circuit removal for the computer room should be absorbed by DC Electric. \$1,711.92 invoice needs to be addressed regarding the network cabling reconnection on the fourth floor. Although disconnected properly, the cable was never reconnected.

Marty Coughlin made a motion to accept the change order for the card swipe system in the amount of \$24,631.82 with monies to come from construction contingency, seconded by Sean Sullivan, (Mr. Sullivan wanted to be assured the new card swipe would be integrated with the current system) vote 6-0, motion carried.

Marty Coughlin made a motion for the committee to go to bid on the locker room locks/interior door locks in the amount of \$76,000 (approximately) to be managed by the Board of Education, not Fletcher-Thompson or Fusco, seconded by Michelle Kawalautzki, vote 6-0, motion carried.

Sean Sullivan made a motion to have the auditorium floor painted black, to be tested first, seconded by Marty Coughlin, vote 6-0, motion carried.

Marty Coughlin recommended the committee not go ahead with the change order on the girls' locker room at this time.

Marty Coughlin made a motion to go to bid for the telephone system, seconded by John Fitzgerald, vote 6-0, motion carried.

Marty Coughlin made a motion to approve the change order in the amount of \$4,855.34 taking monies from the media management allowance to provide power and data drops for the new media management system, seconded by Anthony Savignano, vote 6-0.

Change orders discussed regarding both locker room areas in the amounts of \$19,000 and \$7,179.73 remain open items.

John Fitzgerald discussed the trailer site, what is currently left on site, road mix and fill in place. Doug Shearer said he thought all that would be removed; top fill brought in, and finish the area with a minimal amount of work. The committee wants to hold on this area since there is not enough money to do what has been proposed. The idea is to put in a sidewalk, fill in, loam around the lower area and leave as is. John Fitzgerald suggested that all material is left in place, adding loam to the lower portion only and allow it to remain as an auxiliary parking area but cost substantially less. Doug Shearer offered to meet with John to walk the area to get an idea of the cost of this recent proposal. If nothing is done to the trailer site from this point forward, \$25,000 is returned to the committee.

Marty Coughlin asked questions regarding completion of the following items which included modification of the handicap bathroom in Room 390, the new door frame in the security area in Room 346A, and completion of the sprinkler piping. Doug replied that all work items listed have been completed.

Marty Coughlin made a motion to authorize Fusco to prepare a change order for the door security on the outside doors throughout the high school, seconded by Michelle Kawalautzki, vote 6-0, motion carried.

Anthony Simonetti wanted to have a more clear explanation of electrical costs for the maintenance/custodial staff. Dan Casinelli said they are doing an energy analysis of usage which they will present to help future planning of costs.

Marty Coughlin made a motion to accept the change order in the amount of \$21,629.71 to provide sports cages in Storage Room 482A, (diagram provided) monies to come from project contingency, seconded by Sean Sullivan, vote 6-0, motion carried.

The committee discussed the ceremony to dedicate the renovation on Sunday, May 18, 2008. The dedication will take place in the lobby with accessibility to the plaque. Tom Minotti, Vice Chair of the Board of Education, will be speaking in the absence of Win Oppel. Sodexo will provide the food set up.

John Fitzgerald made a motion to approve the following invoices: P. Lilling (\$127.16), Eagle Leasing, Inv. #R166422 and Inv. #169962 (\$75.00 each), Industrial Health & Safety Inv. #08-159-report included (\$1,925.00), E. Victoria, purchase of

Dedication Ceremony Invitation Paper & Postage (\$52.80), seconded by Anthony Savignano, vote 6-0, motion carried.

John Fitzgerald made a motion to table the following two invoices at this time for further discussion, seconded by Anthony Savignano, vote 6-0, motion carried.

- **Fletcher – Thompson, Application #60 in the amount of \$9,852.70**
- **Fusco, Application #27 in the amount of \$231,288.00**

Anthony Simonetti said he needed Fusco to finish with a few items in question including the wiring on the fourth floor, slop sinks discussed earlier, and boiler warranty/guarantee clarification. He said that the committee would be reconvening in two weeks if Fusco completed the work in question.

Doug Shearer said he had a problem with this motion and the non payment of the invoice to his company. He felt strongly that the project is coming in on time and running under budget. He was shocked that the committee would hold up payment since they are working hard at punch list items and continuing to close out. He is not sure what his company will say at this non payment of a monthly application. Doug said he felt it was not fair for the committee to hold up payment. Anthony Simonetti did say this was not done without a great deal of thought. Mr. Simonetti wants boiler warranty/guarantee information in writing and this is the feeling of the committee. To clarify Doug listed the items in question, boilers and janitor's closets. Anthony Simonetti added damages not addressed. He needs invoices for items such as wiring taken apart on 4th floor and not reconnected, disconnecting a computer circuit – allowing computers to go down, use of elevator for freight instead of men and tools, in general putting a strain on the building. Doug Shearer responded that his company has provided a letter of explanation on these items.

John Fitzgerald offered to revisit these issues at the next meeting.

The next meeting is scheduled for June 11, 2008.

Sean Sullivan made a motion that allows Chairman Simonetti to come to a resolution with Fusco and Fletcher–Thompson on outstanding items, and at that time he may authorize payment of the invoices - with concurrence of the finance committee, seconded by Michelle Kawalautzki, vote 6-0, motion carried.

Anthony Savignano made a motion to adjourn the meeting, seconded by Michelle Kawalautzki, vote 6-0, motion carried. Meeting adjourned at 8:30 PM.

Respectfully submitted,

Patricia Lilling

Patricia Lilling
Recording Secretary
May 19, 2008