

**CITY OF SHELTON**  
**SHELTON INTERMEDIATE SCHOOL BUILDING COMMITTEE II**  
**Also Committee for: Lafayette School Roof Replacement, Sunnyside School Roof and Chimney Repair,**  
**and Elizabeth Shelton School Boiler Renovation**  
**Minutes of Special Meeting held on September 1, 2006**  
**Board of Education Administrative Offices Conference Room A**

**Agenda Item #1: Call of the Meeting:** Chairman Sullivan convened the meeting at 10:05 a.m.

**Agenda Item #2: Roll Call:** Eileen Victoria took attendance. Bill Banfe, Michelle Kawalautzki, Ken LaCroix, Anthony Savignano (arrived 10:15 a.m.) and Chairman Sullivan were present. There was a quorum of five. Also present were Tim Walsh, BOE Chairman; Robin Willink, Superintendent of Schools; Bill Banfe, Office of Operations; Beverly Belden, Elizabeth Shelton School Principal; Howard Gura, SIS Headmaster and Tom Francione, Maintenance.

**Agenda Item #3: Approval of Minutes:** Bill Banfe MOVED to approve the minutes of the Special Meeting of August 21, 2006; SECONDED by Ken LaCroix. Motion carried.

**Agenda Item #4: Communications:** Chairman Sullivan stated that he met with the Mayor this week and updated him on the status of all of the Committee's projects. The main focus of the discussion was Lafayette's Roof. The Mayor reviewed the spreadsheet and felt that the fourth option, which was to repair the existing roof and contract for annual maintenance, would be the most cost effective scenario. We will need to go out to bid for this service before it gets too cold. Ken LaCroix stated that a bid specification needs to be written. He stated that he will speak to Carlisle and/or Barrett Roofing concerning writing the specs. so that roofers can understand what the work entails. This will be discussed further in the Work Session. The Chairman then summarized for the attendees the situation with the ESS Boilers and where the Committee is regarding this project. During his discussion with Mayor, the Chairman told him that we would put off the boiler work until the spring because there were no bids received during the bidding process, and when quotes were solicited the only one that came in was exorbitant. Subsequently, Superintendent Willink also spoke with the Mayor regarding the State inspection visit that occurred yesterday and the fact that the boiler replacement and/or repair needs to be done immediately. Michelle wanted to know why there was a lack of bids, and the Chairman noted that the company who was awarded the job would have had to provide heat if the job wasn't completed by heating season and there seems to be an 8-12 week lead time. Robin stated that the State inspector told her there was a company in Bridgeport who could easily obtain the necessary equipment, and it was noted that boiler construction work might slow down, freeing up workers for our project. Mr. Platt, a State boiler inspector and Ken Lundgren, who is a boiler inspector with the State of CT and Dept. of Public Safety, conduct inspections with the insurance company on low pressure boiler systems every two years. Tom Francione mentioned that Jim from American Boiler gave him a price of \$15,000 to fix one boiler and get it running. The left boiler is the better of the two. The right boiler is not worth fixing. We might be able to take a section from a Mohegan School boiler to save approximately \$1,000. It was noted that the new boilers will be smaller. Tom suggests rebidding and mentioned that American Boiler would be interested in the job. The Mayor said that the City bid process could be waived if we produce three quotes. With regard to SIS, Chairman Sullivan noted that if there is a favorable budget remaining, the money will be used for the gym lighting alternate and for the auditorium lights as well. The Mayor recommended that the Board of Ed. acquire lights and reflectors and consider hiring a contractor to install them (Monaco Electric does this type of work for the City).

**Agenda Item #5: Report of Special Committees – Finance Committee:** Bill Banfe presented five invoices to the Committee: 1.) To Eileen Victoria for clerical services pertaining to the minutes of 8/21/06 in the amount of \$60.73; 2.) Two invoices to the Shelton Board of Education for custodial overtime totalling the amount of \$2,336.00; 3.) To DTC for professional services rendered from 7/9-8/5/06 (with reimbursable charges of \$279.71 included) in the amount of \$6,817.21; and 4.) To M&O Corp. for remedial work thru 8/28/06 in the amount of \$650,558.00. He noted that the custodial overtime charges were due to the cleaning that occurred at SIS immediately prior to the start of the school year. He reminded the Committee about a discussion that took place at a previous meeting regarding the amount that is anticipated from DTC. So far the total is \$11,446.69, which is less than what we thought it would be. There are projected costs of \$5,000 still left to be paid. The Chairman explained the original proposal and how it got lowered to billing on a time and materials basis. Bill stated that the project

manager (Steve Ciaffaglione) did an excellent job and would request him for other projects. M&O's invoice is for the bulk of the work that was done on the project. He noted that the original contract sum of \$871,174.00 was reduced by a \$12,420.00 change order due to the routing of the gas pipe up the exterior of the building instead of through the building. This invoice pays M&O for 100% completion of the physical work and 60% completion of the air balancing. We will hold back 40% until the balancing is complete. Bill Banfe then MOVED to pay all five invoices, SECONDED by Anthony Savignano. Chairman Sullivan then asked how the M&O credit is applied. Bill responded that the Contract amount was \$871,174.00 less the \$12,420 credit, for a new contract sum of \$850,754. The Chairman then asked for an update on the gas meter. Bill stated that according to Yankee Gas, the current meter is large enough to handle another 12 million BTUs, and therefore, it did not have to be replaced, even though DTC recommended that it be done. There may be another credit, and Bill is awaiting a response from Steve Ciaffaglione. Ken wanted to know if DTC concurred with M&O. Bill said that per Steve, they did, but there was one additional conversation with Yankee Gas, and Bill is awaiting the result of that discussion. Motion carried.

**Agenda Item #6: Work Session:**

SIS: Bill Banfe stated that the project is substantially complete. The only thing left to do is to take care of a short punch list of items. The ceiling pads have been replaced, and the caps were put on the light fixtures. Most of the work was cosmetic. There are issues with respect to the original air balancing that need to be addressed before the final air balancing can be done. Howard Gura and Steve Ciaffaglione went through the rooms with a temperature and humidity meter and found every new computer room to be perfect and comfortable. Room 226 is the only room that has a temperature issue, as it is very warm for most of the morning, but then it balances out later. The older system seems to be running at higher humidity and temperatures. Ken asked Tom Francione if he had spoken with ABS. Tom stated that there are communication issues that need to be addressed. Tom needs to obtain a part number so he can order parts. Some of the classes will have to be moved to other rooms during these brief fixes. Howard noted that the rooms are in clusters. Bill stated that the new units on the roof were put on springs, and in order to adjust the tension, holes had to be cut in the boxes. Howard stated that one of the older units has a drain issue and there is negative pressure. Tom added that the traps fill up with water and freeze in the winter. One was already fixed, but the others still need to be fixed. Tom inquired whether anyone will show him what was installed in the building so that he can provide service if needed. Ken said there should be training involved, and Bill will address this issue at next Wednesday's job meeting at SIS. Tom will attend the meeting, and ABS will be there as well. Howard mentioned that there was a fire alarm at 7:30 a.m. caused by the low water pressure. It was taken care of immediately, but the fire department responded. Bill stated that during the piping for the sprinkler, the T junction that had been used from the original construction had a significant leak. An on-the-spot decision was made to have the contractor repair it. There will be an additional invoice in the two to three hundred dollar range. Chairman Sullivan asked if there were any other charges for the additional block work, for which there were none. Ken will contact GE for a pricing on the fixtures and reflectors for the gym lighting.

ESS: Superintendent Willink stated that the ESS boilers were inspected by a State inspector who found that they were in such bad shape that they cannot be operated in their current state. The options were discussed at length. The most logical, practical, and economically feasible option is to demolish the existing boilers, replace one boiler with a new one in time for heating season, and replace the second boiler with a new boiler once the first one is in place. Tom felt that the new boiler would have enough horsepower to provide heat until the second boiler is installed. Time is a factor in obtaining new boilers and a new burner. The burner would actually be more difficult to obtain than the boilers, but assuming everything is available, this project can be done in four weeks, utilizing weekends to do the demolition work. Per Mrs. Willink's conversation with the Mayor, if we can obtain better pricing by soliciting quotations, the bidding process could be waived. The first company that submitted pricing was over \$200,000 more than a recent estimate. Tom feels that the entire boiler replacement should not be more than \$200,000. Tom will check with Commercial Heating in Stratford, who carries H.B. Smith boilers, to see if the boilers and the burner are available. Tom will share the specifications with American Boiler and obtain a quote. Chairman Sullivan will speak with John Anglace, Chairman of the Board of Aldermen, and Robin will speak with the Mayor to advise them of the situation and that price quotations are forthcoming. Attorney Welch will need to draw up a contract and it will have to be approved at the Board of Aldermen meeting. Bill added that DTC provided information as to how new boilers would provide annual energy-efficient savings in the amount of \$9,100. Beverly Belden's concerns regarding what types of disruptions that could occur during the construction were then addressed. Staff parking would be moved; students would be kept from the cordoned-off construction area; and parent pick-up would not be affected by the construction.

Lafayette Roof: Chairman Sullivan reported that the Mayor received the summary of options for the Lafayette Roof. He has chosen to go with Option 4, which is resealing the seams and significantly repairing the roof without replacing it. Ken will contact Carlisle and Barrett regarding writing a specification for the job so that it can go out to bid. Ken will try to have a verbal report from either Carlisle or Barrett by Wednesday's meeting. The Chairman's concern is that it is not known what will happen with the building after it is closed as an elementary school in 2009, which is why he is comfortable recommending this approach. Further discussion ensued with Tim Walsh, Chairman of the Board of Education.

**Agenda Item #7: Other Items Before the Committee:** The Committee agreed to meet briefly on Wednesday, September 6, 2006 immediately following the SHS Renovation Building Committee meeting in the Fusco Trailer.

**Agenda Item #8: Adjournment:** Bill Banfe MOVED to adjourn the meeting; SECONDED by Michelle Kawalautzki. Motion carried. Chairman Sullivan adjourned the meeting at 11:37 a.m.