

CITY OF SHELTON
SHELTON INTERMEDIATE SCHOOL BUILDING COMMITTEE II
Also Committee for: Lafayette School Roof Replacement, Sunnyside Roof and Chimney Repair,
And Elizabeth Shelton School Boiler Renovation

MINUTES OF THE
SPECIAL MEETING OF OCTOBER 23, 2007
BOARD OF EDUCATION OFFICES, CONFERENCE ROOM A

Agenda Item #s 1 & 2: Call To Order and Pledge of Allegiance: Chairman Sullivan called the Special Meeting of the Shelton Intermediate School Building Committee II to order at 6:05 p.m. and led the salute to the flag.

Agenda Item #3: Roll Call: Eileen Victoria took attendance: Bill Banfe, Michelle Kawalautzki, Ken LaCroix, Anthony Savignano, and Sean Sullivan were present. There was a quorum of 5 present.

Agenda Item #4: Approval of Minutes: Michelle Kawalautzki MOVED to approve the Special Meeting Minutes of June 20, 2007, SECONDED by Anthony Savignano. Vote 5-0. Motion carried.

Agenda Item #5: Work Session:

a. SIS Remaining Issues and Financial Report. Chairman Sullivan asked Ken LaCroix to discuss the remaining issues, noting the big issues still to be resolved are the balancing report and the gym. Ken LaCroix said that the BOE maintenance staff has been working at full capacity on issues throughout the district and it has been problematic to schedule the work at SIS. He noted it's been difficult to get the questions answered. John Ruffalo has responded but cannot provide the answer Ken needs, so S/L/A/M will need to be contacted. The issue is the seismic bars in the gym walls. When a hole is cut every 18 inches apart, what needs to be known is how to terminate them and how to handle the opening. The expertise of an engineer is needed. He has spoken with Phil Mazzotti (Turner Construction) and John Ruffalo. Dan Casinelli from Fletcher-Thompson has also been contacted, but his workload is such that he has not yet been able to respond. Ken needs to know how to handle the issue of cutting into a wall. There are already some good openings to compare with, and Ken needs to contact S/L/A/M for assistance. It has been determined that getting questions answered about that period of time is quite difficult due to staff turnover at the firms that had been involved with the project. This issue involves further research. There is a company who has provided a price to make a transition piece, but the piece cannot be made until the issue is resolved. He feels the work will have to be done on the Board of Education's manpower time rather than on overtime. Chairman Sullivan noted that he is trying to get to a point where it can be wrapped up and lay everything out that needs to be done. Ken LaCroix said the other issue is with the balancing report. Bill Banfe said that he received several calls approximately three weeks ago from M&O Corporation regarding the release of their \$20,000 retainage. Bill explained to Frank Lazowski and Bob Oetjen that attempts have been made to get in touch with Steve Ciaffaglione from DTC to discuss some discrepancies in the balancing report, dated 8/31/06. It was noted that DTC's Letter of Transmittal did not have Steve Ciaffaglione's signature, but a typed signature instead, which raises a question as to whether he thoroughly looked at the balancing report. Ken LaCroix said there have been no responses to his calls to Steve Ciaffaglione. Bill Banfe stated that he is recommending that nothing be done with the retainage until all of the issues have been resolved. At Anthony Savignano's request, Ken LaCroix discussed the issues that are in question. Ken LaCroix said he compared the balancing report from the original project with the report prepared by M&O Corp. He noted that part of the scope of the work was to not only balance the problem areas, but to balance the entire building. The specified amounts do not agree with the actual amounts, and there is too much heating and cooling in some areas. Ken LaCroix wants to know who determined the specified amounts, noting in one instance the outside air is more than double what it should be, so where's the remedy, where's the change, and where's the follow-up balancing report?

Anthony Savignano suggested that M&O be asked these questions, noting that if the company wants to get paid, they should provide the answers. Ken LaCroix feels he should also speak with Steve Ciaffaglione to ask if he looked at the report. Bill Banfe added that if it's been balanced again, there should be another report. Ken LaCroix feels the report he received was a preliminary report. Chairman Sullivan noted that the report shows there are things that are significantly out of balance. Anthony Savignano said it's M&O's responsibility to turn over a final balancing report. Ken LaCroix said it needs to be signed off by an engineer. Michelle Kawalautzki questioned DTC's responsibility in reviewing it. Ken LaCroix confirmed it's DTC's job, and noted he left two messages on Steve Ciaffaglione's voice mail explaining the concerns. He then asked to speak with Sam Giavara, who was out of town. Afsheen, who provided most of the engineering services, is no longer with the firm. Bill Banfe reviewed his copy of the balancing report and reviewed the responsibilities, noting there is no doubt it's in the scope of work. It was agreed it has to go back to M&O Corp. and DTC to resolve the issues. Bill Banfe will contact Bob Oetjen and/or Frank Lazowski in the morning. Michelle Kawalautzki asked whether the problem with the lights in the gym was resolved. Ken LaCroix said a company installed T5 fluorescent fixtures, which did provide better lighting; however, the company did not satisfy the number of lumens. They would have to add fixtures. He noted the check that was approved by the Committee at a previous meeting and cut by the City is being held until the job is complete. Test results were requested, but the report came up a little short. Michelle Kawalautzki asked if the air flow in the lobby was any better. Ken LaCroix said it wasn't. It's pertinent to the changing out of the way the return is in the gym. It is suspected that because the return for the gym is in the same return area of the lobby, air is being pulled from where it's needed. If it's taken out of there, the unit that's supposed to be pulling the air from that area will probably pull down better, resulting in a more even flow of cooling and heating. The heating is affected more than the cooling. If that doesn't work, there's a possibility of putting in ceiling fans. Chairman Sullivan suggested trying to do it the way it was designed first before proceeding with ceiling fans. Michelle Kawalautzki asked about the noise factor in the computer rooms. Ken LaCroix said the noise was gone. The SIS Remediation Project Ledger was reviewed. Bill Banfe noted that once the \$20,000 retainage is released to M&O Corp. and an invoice in the amount of \$332.23 is paid to DTC, there's approximately \$10,000 left. Chairman Sullivan noted that some of the balance was to be used towards making repairs to the ductwork. Ken LaCroix said he needs to obtain a price from a mason to put a hole in the wall. It was suggested that some of the companies who have worked on the district's other building projects be included in the bid. Ken LaCroix noted that Phil Mazzotti pointed him in a few directions, adding there should be a shop drawing available that gives direction, which would serve as the bid specification. He will research the files.

b. Elizabeth Shelton School Boiler Replacement Closeout. Chairman Sullivan asked if the boilers are done. Ken LaCroix said they are not done yet. The Chairman said that when he spoke with American Boiler, he was assured it would be done by Columbus Day weekend. Ken LaCroix said that demolition needs to be done, the loads needed to be tied in online, and loose ends completed. The Chairman asked if there was domestic hot water, noting he was told the big boiler has to be shut down. Ken LaCroix explained that once the tank is heated, the boilers could be shut down for a few hours. Staff is currently in the middle of installing a small hot water boiler. Chairman Sullivan will call Jim McCarthy from American Boiler to discuss the final tie in and insulation for the steam lines.

c. Lafayette School Roof Replacement. Chairman Sullivan said he thought this issue was out of the Committee's hands, noting it's back again. Bill Banfe said the Mayor is handling it. Ken LaCroix said a walk through was held last week. Bill Banfe noted that the last set of bids had expiration dates of between 30-60 days. The prices were no longer valid, hence the re-bid. The bid opening is this Thursday night. Chairman Sullivan said the bids need to be qualified and awarded. The issue of funding arose. The Chairman thinks the funding has been discussed and agreed upon. The Committee will do its job and make a recommendation to Apportionment & Taxation.

d. Sunnyside School Clock Status. Bill Banfe said the clock has been repaired. Ken LaCroix added that scaffolding needs to be set up, noting that manpower is not available. Chairman Sullivan wanted to know if they wanted to get it done before the winter weather sets in. Ken LaCroix will speak with Robin Willink about pulling staff off of other district projects to complete the clock installation. Other avenues were briefly explored.

Agenda Item #6: Finance Committee: Anthony Savignano MOVED to approve payment to Eileen Victoria for the meeting minutes of June 20, 2007 in the amount of \$47.23; SECONDED by Michelle Kawalautzki. Vote 5-0. Motion carried.

Based on the discussion held during the work session regarding outstanding issues that need to be resolved by M&O Corporation and DTC Corporation, Anthony Savignano MOVED to table the payments to M&O Corporation for retainage and to DTC Corporation for professional services, pending the resolution of the final balancing report issues; SECONDED by Bill Banfe and Ken LaCroix. Vote 5-0. Motion carried.

Agenda Item #7: Adjournment: Anthony Savignano said he would like to see everything finished on the Committee's projects before he leaves for Arizona in January. Chairman Sullivan said he would like to have another meeting in approximately six weeks to qualify and recommend an award of the Lafayette roof bids, the wrap-up of the ESS boilers, and resolution of the SIS balancing issues. It was noted that the time period of the Lafayette bids may require a meeting sooner than six weeks, if necessary. Chairman Sullivan will contact American Boiler, Bill Banfe will contact M&O Corporation, Ken LaCroix will speak with Fusco Corp. regarding masons, and the Lafayette bids will be reviewed to see what dates are offered.

Anthony Savignano MOVED to adjourn, SECONDED by Ken LaCroix. Vote 5-0. Motion carried. Chairman Sullivan adjourned the meeting at 7:06 p.m.

Respectfully Submitted,

Eileen Victoria
Clerk, Shelton Intermediate School Building Committee II
October 25, 2007