

**CITY OF SHELTON  
PERRY HILL SCHOOL BUILDING COMMITTEE  
MEETING MINUTES  
REGULAR MEETING OF MAY 19, 2009  
BOARD OF EDUCATION ADMINISTRATIVE OFFICES  
382 LONG HILL AVENUE  
CONFERENCE ROOM A**

**\*\* NOTE: Due to a malfunction of side 1 of the tape, the minutes through 8:06 p.m. were constructed from notes only. \*\***

Chairman Sean Sullivan called the Regular Meeting of the Perry Hill School Building Committee to order at 7:04 p.m. and led the Pledge of Allegiance.

**Roll Call:**

Stephen Chuckta, John Fitzgerald, James Oraziotti, Donald Sheehy, Don Stanziale, Raymond Sullivan, and Sean Sullivan were present at roll call to constitute a quorum of 7 present. Gary Will was excused.

Also present were: Board of Education: Robin Willink-Superintendent, William Banfe-Operations Manager, Allan Cameron-Director of Finance/BOE Technology Building Committee Chairman, Dana Urban-Director of Technology, and Lorraine Williams-Principal; Clerk of the Works: Bob Shuby; Fletcher-Thompson, Inc.: Daniel Casinelli-Shelton Office President; KBE Building Corporation: Craig Ortolana-Project Manager; and Meeting Clerk: Eileen Victoria.

**Agenda Item #1: Public Session:** Chairman Sullivan asked twice if anyone wished to address the committee. There being no one, the Public Session was closed.

**Agenda Item #2: Approval of Minutes:**

**Don Stanziale MOVED to approve the Regular Meeting Minutes of May 5, 2009; SECONDED by Raymond Sullivan. Vote 7-0. Motion carried.**

**Agenda Item #3: Communications:** Chairman Sullivan shared with the committee a brochure from BKM, which discusses school furniture. Bill Banfe noted there are sample desks for general classrooms in Robin Willink's office for everyone to look at.

**Agenda Item #4: Work Session:**

**Technology Update:** There were no motions taken. Chairman Sullivan stated that Dana Urban and Allan Cameron were in attendance to report on the BOE Technology Building Committee status in relation to planning for the Perry Hill School technology needs. Dana Urban said he had a productive meeting with Mike Chadukiewicz from Project Management Team regarding incorporating Mike's vision for technology into the specifications. Dana advises structuring the bids with the option to not award and using estimated quantities. Donald Sheehy noted that Mike is not present tonight because he is sick. Chairman Sullivan inquired as to whether there have been any major changes to the Smart Board. Dana Urban said an investment has been made. While Mike leans towards SmartBoard brand products, Dana leans towards Promethean white boards. Polyvision, a manufacturer of white boards, has a product unlike competing products where whiteboard markers can be used. Dana has Polyvision samples in his office. He sent Mike the specs for this product. Dana said the BOE Technology Building Committee (BOETBC) gave the approval for Dana to write the specs – not necessarily for bid. The focus is on the intermediate and high schools. When the committee was formed, the first priority was to purchase for the elementary schools, then SIS. Now the focus is on the high school. The elementary schools were addressed by

building. Each had varying student to computer ratios. Perry Hill School will fall into the K-6 configuration. He noted all costs are estimates. Nothing is out to bid yet. The student populations vary between schools. The baseline is Sunnyside, the smallest of the schools. This plays into Perry Hill because of the data received from Mike. In the process of redistricting, it was determined that devices could be put in front of the kids this year. Enough machines will be moved to Perry Hill to handle the ratio. It is hopeful this will help put a dent in the number the Perry Hill School Building Committee will have to purchase. Dana will bring forward these specifications, which are very close to the specifications Mike is working on. It is not expected that the BOETBC will fund all of it. The high school is the priority. The other initiative the BOE took on is the acquisition of 240 units from an insurance claim at another district. The target is SIS and then 5<sup>th</sup> and 6<sup>th</sup> grade teachers. As teachers move, the machines will move with them. The equipment will have only one year of use by staff before Perry Hill opens. The goal is to use resources to set up for Perry Hill to address teacher and staff machine needs. The BOETBC goal is to address student-to-machine ratios. Chairman Sullivan asked for the BOETBC's remaining budget figure. Dana said it is \$738,000, adding the goal is to maintain the 2.7 ratio. Perry Hill is part of the K-6 normalization number. James Oraziotti thought the teachers worked off their own laptops. Dana said they do not. He noted the laptops SIS yearbook advisors used were obtained through yearbook funds. James asked if it would be beneficial for the teachers to have laptops. Dana said he is not opposed to it, but the concern is that the teachers won't take them home when they leave for the day. The standard policy is it is not permitted to connect personal devices to the network. He added a fully loaded device with dock is \$1,400; a desktop system is \$648. The Chairman asked if from a ratio standpoint whether K-4 is at a different point than 5-6. Dana said the goal is to not separate the K-6 ratio. The Chairman asked when the BOETBC is going out to bid. Allan Cameron said the committee meets next Friday. Dana thinks that if all agree to the specifications, the bidding would occur within the next few weeks. Allan said the hope is to procure during the summer and deploy in the fall. The teachers' units were purchased by the BOE from the Enfield district, who was getting rid of their supply because the sprinklers damaged the boxes, at less than \$150 each. Dana added that these computers will be in use for only one year. It was reiterated that the BOETBC addresses student uses only.

### **Remediation Work:**

**Lead:** There were no motions taken. Craig Ortola stated the preliminary report from AMC Environmental on PEL monitoring for the B wing first and ground floors indicated the counts came back at 8, which is below the threshold of 30. It is expected the final report will say the same thing. There are a few more areas in the A wing. An area in the C wing by the gym had one of the highest readings. Chairman Sullivan will speak to AMC about the report. Raymond Sullivan asked about work in the B wing. Craig said the columns are being done inside on the first floor. Everything is going well.

**Mold:** There were no motions taken. Chairman Sullivan stated the mold continues to be an issue. He had discussion with some committee members over the weekend to come up with creative solutions. Bob Shuby went into the tunnels to view it. The Chairman spoke with KBE to expedite work in the tunnels, including use of a temporary respirator plan. Craig will look into that. The goal is to not spend an excessive amount to get work done in the tunnels. AMC went in this morning. The debris testing showed high readings for mold. Two cubic yards were estimated. Chairman Sullivan spoke with Manafort yesterday. He hasn't yet asked Mike Daversa to put a proposal together for a macro cleaning rather than a full abatement. Manafort needs specific direction from AMC. John Fitzgerald said he thought there was no more than a five-gallon bucket amount of mold. Bob said there's not much down there. The wood is from years ago. There's insulation in the holes. The efflorescence looks like string. John said there are clearly identifiable areas from point A to point B, describing the areas where the mold resides. Bob said the penetrations are not sealed. John said the more you get into the tunnel, the smaller it gets. There is not two yards of debris. Jason Pringle went through there. Both Bob and John said it was easy to see the moisture source. The slab is below the footing. He reiterated there were clearly identifiable areas – fuzzy

stuff growing on the concrete wall, moisture line where efflorescence is, wet plywood. The moisture is identifiable. He thinks spot cleaning would seem reasonable. Chairman Sullivan said that KBE has a position on who can work on the site. Craig said that there are issues with certified payroll and state reimbursement. John noted that there's conduit and power in the concrete. Dan Casinelli said they are not included in the plans. Don Stanziale commented that he thought AMC went in there and said nothing is visible. Chairman Sullivan confirmed, stating AMC indicated the only thing they saw was the efflorescence. Stephen Chuckta asked if the contractor putting in the piping is agreeable to spot cleaning. Chairman Sullivan said he didn't think they would care what was done as long as there is a safe environment. He added the hygienist is either missing things or there's a new condition, which the Chairman doesn't believe is the case. A lot of it is existing. He is struggling with the best way to proceed. Donald Sheehy asked if Craig or anyone from KBE has been down in the tunnels. Craig said that other than popping his head in there in December, nobody has been in there. John said there are ways to ventilate if that's the solution. He identified five or six things in 30 minutes. Bob Shuby described brown powder coming out of the soil. John suggested taking Jason Pringle down there and asking for a solution to remediate. Bob said Jason had gone in there with another person. James Oraziatti asked how much time is needed. The Chairman said this is on the critical path. This has been known for several weeks and has been discussed for an hour at each meeting. The advice of the hygienist has been followed. Donald Sheehy pointed out that the tunnels will not be sealed, and this will continue to need treatment. He added there has been no positive feedback from the professionals on how to handle the problems. The committee needs to know the options. KBE will never own it, the committee will. John asked Bill Banfe if he remembered power in the tunnels. John feels an electrician should be sent to power up the tunnels to be able to go in and see what's there. The Chairman spoke with someone who said the problem with UV lighting is the maintenance, but he thinks it's good as a temporary solution. He would like to pursue speaking with Corporation Counsel to see if the City can do it. The approach also has to be shared with AMC for their approval. He noted that Craig indicated there's no schedule yet. The Chairman is fairly certain the tunnels in this area are on the critical path. After the last meeting, James Oraziatti did a lot of research on cleaning solutions. Bleach won't work, but an amoeba-type system will eat it. It's on a timer system. As long as there's dirt there, it will never be mold free. Chairman Sullivan said he had a lengthy discussion with AMC, KBE, and Mike Capizzi, the safety officer. A safe environment has to be provided. A number wasn't provided. Based on outcomes from Goodwin Tech, the counts on the outside need to match the inside counts, and strains of similar proportions were fine. Stephen Chuckta asked if the existing pipe was for sewage. John said they are for multiple purposes. The pipe will stay. Addressing Craig's point about prevailing wage, Bill Banfe noted that back when Sunnyside School was worked on in 1993, it wasn't an issue. He will check to see if reimbursement was part of that. John thought it would take one to two days to clean and patch. Bob said it would be dug out and cleaned first, and then a bonding agent applied. Raymond Sullivan questioned why Jason Pringle couldn't see it when John and Bob could. The thought is it was possible it was made worse with the air scrubbing. Don Stanziale suggested checking with Mayor Lauretti regarding having the City take care of it. Chairman Sullivan said there's an RFI for reclaiming the conduit for power. He will speak with Tom Welch regarding the city workers, and then he will speak with the Mayor. Don Stanziale commented that what John and Bob found is great. The Chairman addressed Stephen Chuckta's comments regarding authorizing an expenditure by saying the Change Order Oversight Committee has the ability to doing the things Steve is asking for without a motion. Raymond Sullivan would like Jason Pringle on the site tomorrow. \*\* Tape 1, Side 2 8:06 p.m.\*\* Chairman Sullivan said he will call him this evening to discuss an approach and seek clarification about treatment of those areas after debris is cleared. John feels there are clearly identifiable areas. The Chairman said the air sampling was relied upon. Jason Pringle is on record not recommending it. Raymond suggested that Jason come to the site with the recommended spray for the walls. Chairman Sullivan asked Dan if temporary ventilation could be used now while looking for a permanent solution. Dan said the mechanical staff needs direction from a hygienist regarding U/V lighting. John wanted to know how quickly the power source could be identified. Craig thought the transformer is most likely gone

now. If the conduit piping coming out of the tunnel can be located, they can plug into that. Stephen Chuckta asked about work being done in the boiler room. Chairman Sullivan said the floors are poured, but there are no boilers yet. He feels there will be better answers and a direction to follow by tomorrow.

**Abatement:** There were no motions taken. Chairman Sullivan noted that Mike Daversa is trying to schedule a meeting with Fletcher-Thompson regarding Phase I. Dan said everything is set with Phase I. Rory Wilson went through the payment requisitions and feels Manafort should be paid some of the retainage. They did a lot of work. Mike and Dan have been communicating primarily by e-mail. The Chairman added that the punch list is small.

**Construction Update:** There were no motions taken. Craig Ortola gave the following update: Work is being done in the back by the ball fields. They are ready to do the rock survey for the rock removal. New storm lines were tied into the city system. Roofers are on site working on the A wing. Steel reinforcement is being done in the A and B wings. Masons are doing beam pockets. Concrete workers are doing miscellaneous in-fills and slab. Penetrations for mechanicals are being cut in A wing. The parapets on B are being done by the roofers. The parapet on the north elevation of B is up. The roofers will cut the overhang on the south side of B. Raymond Sullivan asked about the status of the schedule. Craig said that everything is updated. The completion date was questioned. Craig said that right now, the schedule shows August. Raymond stated that the committee needs to be kept better abreast of the schedule. Craig said that the current schedule is different from that of a month ago. Answers are not coming. A long time was spent discussing the tunnels. Raymond reiterated the committee needs a better handle, adding that it's unacceptable that the schedule is not available for these meetings. Craig said he can provide a monthly update going forward, although he did not believe this was a term of the contract. Raymond said he will check the contract. Donald Sheehy said he hasn't heard any updates. Raymond said he reviewed past minutes looking for references to the schedule. Craig said that KBE doesn't want to still be working on the project next August. Moving forward, everyone needs to work together better. Don Stanziale said the committee can't make decisions and can't spend \$200,000. Craig said he wished he was in the tunnels three months ago. Don Stanziale said the committee waited a while to get ridiculous prices. Craig said the tunnel has affected the schedule. The most critical thing right now is to get the permanent heating system in place. Raymond noted that Craig has always said they need to be out of the tunnels by Thanksgiving. Craig said they were supposed to start in February, and now it's approaching June. Raymond said that Craig has to alert the committee to issues and give more definitive information on the schedule to help the committee to make those decisions. He then asked Craig about the situation with the windows. Craig said the lead time is the end of this August. It was originally sometime in May. There was an issue with the hoppers, which were scheduled to be bigger. They had to be modified. The re-submittal process takes time. A manufacturing window of time was lost from when they were going to be made. The time frame has doubled. Raymond said he finds it hard to believe five to six months was lost on the size of a hopper. He asked if it could have been made the way it was drawn. Dan Casinelli said not from this manufacturer. When it is designed, it is sent out to the manufacturer. At no time did they ever get information from them that they don't fit. Raymond asked if it affects the end date for the schedule. Craig said that KBE is exploring ways to recover time. John Fitzgerald commented that while Craig is looking, several other people could be looking as well to come up with suggestions. The committee needs to see the schedule. Raymond said that Craig's report was finished without mention of the windows, and it obviously wasn't going to be a point of discussion. He noted the committee's frustration with not being a participant in the process. John added there's frustration on the tunnels and mold, asking why Craig didn't put out a change order or come up with a solution. Craig thought there was a professional taking care of that, and he doesn't feel he should be under an assumption that the professional is not doing what he's supposed to do. Don Stanziale commented that when he does a job as a contractor, he will put his two cents in. Craig said he's given advice and has questioned the practices a few times on things. Chairman Sullivan said he tried to go that route at the last owners' meeting, but the Project Executive didn't want to take ownership.

Nobody is saying that a solution will work. John said it seems to be a gray area nobody can put a handle on. The Chairman said everyone is new at a "Like New Renovation" project. A better job could have been done on the baseline tests. It's a learning process for everyone. He asked Craig about using another manufacturer. Dan said the shop drawings had a lot of red marks that took longer to go through. Shop drawings need to match what is in the design specs. Dan sent them back to KBE to ensure the comments are picked up. Craig added that the problem is until they get the shop drawings, they can't lock in. The schedule will be given pushed out to the end of August. He is working on a recovery schedule. Donald Sheehy asked what the original completion date was. Craig said it was May 16. Raymond said to Craig that he finished his report without giving substantial information. He questioned from where the committee should get its information if it's not being given by the general contractor. He feels the communication has been very poor, and he wants to know where the project stands. Craig noted the delay with the detention pond. Donald Sheehy said the date for that kept getting pushed back, but Craig never indicated that the schedule would get pushed back. Stephen Chuckta thought the manufacturer should be called and the situation explained. Dan said he would call the manufacturer as they are one of the prime window manufacturers Fletcher-Thompson specifies. Craig noted the majority of the red marks on the shop drawings were due to the hopper size. Raymond said that if there are issues, they should be discussed. Dan described the issue with the hopper, noting there was an organization to the way the hoppers were laid out. James Oraziotti feels the committee should have known about the smaller openings. Dan Casinelli said he presents sketches at owners' meetings. Chairman Sullivan said he never saw the sketches at the owners' meeting. Raymond asked if that was assumed to be a no cost change. Craig affirmed. Don Stanziale questioned whether time would be better spent at the owners' meetings instead of the committee meetings. The Chairman said that Raymond's point is valid in that these issues should be discussed at the committee meetings. There are still big issues ahead, such as the sanitary and entryway issues. He added that this forum should be used more effectively to talk about those issues. Stephen Chuckta asked if there are other problems that will affect the schedule, such as the redesign of the front entry main lobby. Craig said that doesn't affect the critical path. Chairman Sullivan asked about the progress on the back entry. Bob Shuby said he is waiting for submittals on footing drains. Craig said the sketch would be available tomorrow. Chairman Sullivan said he will call into the owners' meeting.

**Clerk of the Works Report:** There were no motions taken and no report given.

**Agenda Item #5: Report of Special Committees:**

**Energy Committee:** No report; no motions taken.

**Finance Committee:**

**Raymond Sullivan MOVED to approve payment of the following invoices; SECONDED by Don Stanziale:**

**Eileen Victoria for regular meeting minutes of 5/5/09 \$127.88**

**City of Shelton for reimbursement to the Payroll Account for Bob Shuby's Clerk of the Works services from March, 2008 through May 1, 2009 \$48,412.50**

**Fletcher-Thompson, Inc. for Application #48 for Construction Administration services through 4/30/09 \$7,748.00**

**Manafort Brothers, Inc. for Application #10 Release of Retainage \$46,574.78**

Raymond Sullivan noted this item was tabled 4/21 and 5/5 for additional information. Upon release of retainage, there is still in excess of \$100,000 owed. Everyone seems comfortable with this action.

**Test-Con Incorporated for Invoice #5364 for testing services through 4/3/09 \$8,247.45** Raymond Sullivan noted that Test-Con is following standard procedures. **Vote 7-0. Motion carried.**

### **Change Order Oversight Committee:**

Don Stanziale presented the four change orders that were forwarded to the Change Order Oversight Committee.

**Don Stanziale MOVED to APPROVE KBE Building Corporation's Credit COR 27 to V/E eliminate the floor pattern in the amount of (\$6,700); SECONDED by Raymond Sullivan.** Craig Ortola explained that the pattern in the classroom was changed to one standard color system. Chairman Sullivan added that KBE value engineered some items to save where possible. The pattern will remain in the larger spaces and hallways. **Vote 7-0. Motion carried.**

**Don Stanziale MOVED to APPROVE Manafort PCO #33 for removal, cleaning, and disposal of lead paint, 153 locations @ \$300 per unit, in the amount of \$45,900; SECONDED for discussion by John Fitzgerald.** Bob Shuby explained the size of the beam is 12" x 6", and the size of the flange is 2" top and bottom, equaling 16 inches x 6" wide, for a total of 96 inches. 18 square inches needed to be abated. He feels five locations shouldn't count as one spot. They abated more than the required 96 inches. Chairman Sullivan said Mike Daversa and Rory Wilson have been trading e-mails. Dan said the sketches didn't say what the sizes were. Bob Shuby said it was never in the scope. He wanted to know why it should be under unit pricing. Donald Sheehy asked if \$300 per location was agreed to. Bob said it was a little clean up and a beam. Donald asked for Craig's thoughts as to why unit prices are being paid if it didn't apply to the job. Craig Ortola said he is not familiar with the Phase I contract and thought if it said lead removal based on location regardless of beam or clip, that's the price. Dan Casinelli said it's per location. Bob would like him to clean the beam. Chairman Sullivan thinks it's over and above the allowance in the contract. The unit pricing established to protect the committee seems to have been used against the committee. Mike Daversa thinks it's fair because of the amount of work they did. Donald Sheehy doesn't think it should be paid. The language has to be reviewed. Craig said he doesn't want to get caught between the two phases. Mike will not go back to do lead removal until this is resolved. Craig needs Mike to do the lead removal for Phase II. In answer to a question regarding the time table for this, Craig said he is modifying things to get around this. Chairman Sullivan spoke with Mike and said that he doesn't think one location for a clip is the same as one location for what the abatement was. Mike stands by that submittal. In the Chairman's experience with the high school project, this is not acceptable. To the point made earlier by Craig about impact, it should be treated as two separate things. He is in favor of Mike doing eight locations identified. Donald Sheehy said an agreement should be arrived at regarding a unit price for a clip. The Chairman thinks there has to be a multiplier for 12 inches vs. 6 inches. The direction from the committee will be to come up with a unit for clips. Mike told the Chairman he felt the price was fair because these were prices from three years ago. The committee would like to quantify beam clips vs. pockets separately retroactive and going forward at \$75/location. Other work has to be done. **Stephen Chuckta MOVED to TABLE this change order, pending additional information; SECONDED by Donald Sheehy. Vote 7-0. Motion carried.**

**Don Stanziale MOVED to APPROVE Manafort Brothers Inc. PCO #36 for concrete topping slab installed at custodial workroom 1028 (credited from GC contract) in the amount of \$3,575; SECONDED by Raymond Sullivan.** Chairman Sullivan noted this is in the kitchen. Manafort agreed to come up to finish grade. A credit change order will come from KBE and a change order issued to Manafort for Phase 1. Craig Ortola agreed he is satisfied with the work. **Vote 7-0. Motion carried.**

**Don Stanziale MOVED to APPROVE KBE Building Corporation's COR 29 for 12" ductile pipe installed at CB #34 in the amount of \$4,560.57; SECONDED by Raymond Sullivan.** Discussion: Bob Shuby said this comes out of the entrance and goes across Perry Hill Road. Dan Casinelli said they couldn't get under the elevation of Perry Hill Road. Dan couldn't rationalize Joe Pereira's assessment. Joe felt there should have been a credit back. Rory Wilson also couldn't understand this. Joe said the pipe was

too small, so they put a bigger pipe in. There was material and labor, but no additional trenching. This is a piece of material cost. The other option was to have the water main in the road moved. The sump wasn't lowered down. **Vote 6-1 opposed (Fitzgerald). Motion carried.**

**Adjournment:**

The next meeting is scheduled for Tuesday, June 2, 2009 at 7:00 p.m. at the Board of Education Administrative Offices.

Raymond Sullivan, addressing Craig Ortola, said that if KBE is submitting a requisition for the June 2<sup>nd</sup> meeting, to ensure a pencil requisition is available for the committee to review. Craig said he will have it ready by the end of this week.

**James Oraziotti MOVED to adjourn, SECONDED by Raymond Sullivan. Vote 7-0. Motion carried. Chairman Sullivan adjourned the meeting at 9:06 p.m.**

Respectfully Submitted,

*Eileen Victoria*

Eileen Victoria, Clerk, Perry Hill School Building Committee  
May 28, 2009