

Chatfield LoPresti Elementary School Building Committee  
Regular Meeting Minutes (Corrected 2/11/10)  
Wednesday, January 27, 2010  
Chatfield School – Faculty Conference Room

**Members Present:** Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Jay Hatfield  
**Members Absent:** Gene Coppola, Trish Danka, Kurt Miller  
**Others Present:** Board of Education Representatives – Rick Belden, Wayne Natzel  
Architects: Dave Stein  
Construction Manager: Joe Merhill, Brian Calvert

The meeting was called to order by Co-chairman Don Smith at 7:10 p.m. Mr. Smith led the group in the Pledge of Allegiance to the Flag.

Mr. Smith called for Public Comment. No members of the public were present.

**Motion: Mr. Baker, sec. Mr. Catlin to table the minutes of the 1/12/10 regular meeting..**

**For:** Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Jay Hatfield

**Against:** None

**Abstain:** None

**Motion Passes**

**CORRESPONDENCE:** No correspondence was presented to the committee.

**INDUSTRIAL HYGIENIST:** Mr. Smith indicated that the industrial hygienist was progressing with the PCB planning and there were no significant issues to date.

**COMMISSIONING AGENT:** No representative from the commissioning agent was present and Mr. Smith indicated that he had no discussion with them prior to the meeting. Discussion ensued regarding the Owner's Project Requirements Report dated 1/12/10 as prepared by the commissioning agent. Areas of discussion included the addition of a vestibule at the main bus loop entrance, daylight harvesting and potential costs / savings, and stair access. Silver Petrucelli will prepare drawings for the entrance vestibule and work with Fusco to provide cost estimates to add this work. It was determined that costs associated with daylight harvesting were possibly covered by existing estimates, but this would be reviewed and firmed up. Mr. Natzel confirmed that he would be attending a meeting with the commissioning agent and representatives from Silver Petrucelli on Thursday, Jan. 28<sup>th</sup> to discuss HVAC control systems.

**Motion: Mr. Baker, sec. Mr. Catlin to accept the Owners Project Requirements Revision 1 Report dated 1/12/10 as prepared by the commissioning agent.**

**For:** Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Jay Hatfield

**Against:** None

**Abstain:** None

**Motion Passes**

**ARCHITECT:** Mr. Stein indicated that the architects continue to work towards completion of the construction documents. The committee was advised to set up the threshold (peer) review for the structural design of the new classroom wing, as it would be required by the School Facilities Unit. Mr. Smith requested Silver Petrucelli to obtain three (3) quotes from qualified structural engineers and to provide the quotes to the committee at their next regular meeting. Mr. Stein indicated that the architects would be meeting with education personnel to complete a review of the current designs to ensure that all programmatic needs are addressed. The meetings are scheduled for Feb. 8 and Feb. 9. Mr. Stein indicated that the playground areas needed to be reviewed to ensure that the locations and sizes would meet student usage requirements per lunch wave. Mr. Stein indicated that the PCT meeting with School Facilities Unit should be set up to allow for the estimated 2-3 months review required by the School Facilities Unit. Silver Petrucelli will coordinate the project schedule and meeting schedule with Fusco and the Board of Education. The committee members requested that all add / alternates should be addressed by the next regular meeting in order to allow the architects and construction manager to complete their design process.

**CONSTRUCTION MANAGER:** Mr. Calvert distributed a draft site plan for initial review and discussion. He noted that additional work needed to be done and coordinated with the school officials to ensure that program needs are met during the construction process. Mr. Merhill indicated that he had preliminary discussions with Mr. Bunting (Bunting Express) to possibly utilize his property for limited staff parking.

**PROJECT SCHEDULE:** The project schedule was discussed and we are on schedule. Mr. Stein and Mr. Calvert agreed to meet prior to the next meeting and prepare an updated and detailed project schedule. It was noted that Fusco Corporation is utilizing August 11, 2010 as the scheduled start of project construction.

**PROJECT BUDGET:**

**Motion: Mr. Marcinek, sec. Mr. Baker, to accept the Fusco Corporation Design / Development schematic cost proposal dated 1/12/10.**

**For:** Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Jay Hatfield

**Against:** None

**Abstain:** None

**Motion Passes**

**APPROVE INVOICES:**

**Motion: Mr. Catlin, sec. Mr. Hatfield, to approve Fusco Corporation Application #2 in the amount of \$20,000.00 for payment for pre-construction management services.**

**For:** Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Jay Hatfield

**Against:** None

**Abstain:** None

**Motion Passes**

**OTHER BUSINESS:** Mr. Smith indicated that the necessary approvals for the project were provided by the Inland Wetlands Commission. The geothermal test well's will be drilled during the school February vacation. The project has been listed by the State Department of Education with the State Bonding Commission for approval. Legislative action will be required before the project funding commitment from the State is in place, which could be anytime from May, 2010 onward.

The next meeting of the committee, which will be a special meeting, will be held on Thursday, February 11<sup>th</sup> at 7:00 p.m. at the Chatfield School Faculty Conference Room.

**Motion: Mr. Marcinek, sec. Mrs. Jachimowski, to adjourn the meeting at 9:00 p.m.**

**For:** Don Smith, Pete Kubik, Sandra Gesek, Bruce Baker, Ray Catlin, Michael Marcinek, Phyliss Jachimowski, Jay Hatfield

**Against:** None

**Abstain:** None

**Motion Passes**

**Respectfully submitted by**

**Richard A. Belden**

**Temporary Recording Secretary**