

Special Meeting
Chatfield-LoPresti School
Building Committee
Wednesday, July 29, 2009
Town Hall
7:00 p.m.

Present: Donald Smith, Bruce Baker, Ray Catlin, Gene Coppola, Sandra Gesek, Kurt Miller, Paul Roy, Yashu Putorti, Michael Marcinek

Absent: Phyllis Jachimowski, Judy Legeza, Jay Hatfield, Frank Conroy, Trisha Danka, Mark Thompson, Fred Stanek, Peter Kubik

Fusco Construction Representatives: Brian Calvert, Joseph Merhill

Silver-Petrucci Representatives: David Stein, Ken Sgrobat

Mr. Smith called the meeting to order at 7:01 p.m. and led those present in the pledge to the flag. He asked for any public comment and none was forthcoming.

Mr. Smith called for approval of the minutes of the July 13, 2009 meeting. It was pointed out that due to a lack of quorum that evening, no action was taken and the submitted notes would serve as a record of that workshop session.

Correspondence

There was no correspondence received for this meeting session.

Review Commissioning Agent RFQs

Mr. Smith reported that since re-advertising for this position, four new firms had submitted their proposals. A review of these and subsequent interview sessions will be set up sometime in August. Once hired, the Commissioning Agent will oversee the installation of all mechanical systems such as HBC, lighting, telephones, etc.

Discussion with Architect and Construction Manager

Brian Calvert distributed a revised schedule plan through the design phase and up to construction. It was distributed for the Committee membership's information.

Mr. Smith reminded Committee members that with the planning and decision-making necessary to fulfill the requirements of the project, it will be important that all members attend the meeting sessions and a quorum is present at each scheduled meeting.

David Stein, from the Silver-Petrucci Firm, distributed an eighteen page compilation of site plan specifications as well as architectural rendition drawings of what the building project would look like at

the completion of the building project. Committee members present were impressed with Mr. Stein's power point presentation and commended him for his fine presentation.

Review of Project Schedule

At present, the project is right on schedule.

Review of Project Budget

No action was necessary at this meeting session.

Invoices

One invoice was received from the Silver-Petrucci Firm in the amount of \$29,700, which is approximately thirty percent of the cost of the schematic design phase of the architectural drawings.

MOTION: (Mr. Marcinek, sec., Mr. Baker) to approve the payment of Invoice #09401 from the Silver-Petrucci Firm in the amount of \$29,700, which is approximately thirty percent of the cost of the schematic design phase of the project.

So moved.

Affirmative: Mr. Marcinek, Mr. Baker, Mr. Catlin, Mr. Coppola, Mr. Miller, Mr. Roy, Mr. Putorti, Ms. Gesek, Mr. Smith

Opposed: None.

Other Business

Mr. Smith reported that Town Counsel George Temple was still working on completing the terms of the contracts with the architectural and construction manager firms.

Mr. Smith also reported that all was set up on the project's web site and all Committee members should be able to access necessary information from this site.

The next meeting of the Committee has been scheduled for Wednesday evening, August 12, 2009, at 7:00 p.m., in the Norma Drummer Room at Town Hall.

Hearing nothing further:

MOTION: (Mr. Baker, sec., Mr. Miller) to adjourn the meeting.

So moved.

Affirmative: Mr. Baker, Mr. Miller, Mr. Marcinek, Mr. Putorti, Mr. Roy, Ms. Gesek, Mr. Catlin,
Mr. Coppola, Mr. Smith

Opposed: None.

The meeting was adjourned at 8:50 p.m.

Submitted by:

Eugene Coppola