

[NOTE: These minutes are made available to the public prior to Community Center Building Committee acceptance.]

Community Center Building Committee Meeting Minutes, Thursday, April 3, 2008

Chairperson Gaunt opened the meeting at 6:30 p.m. at the Community Center. Members present were Chairperson Gaunt, Charlie Viani, Mark Trahan, Tom Dolan, Tom Willsey and Frank Dellaripa (arrived 6:50 p.m.). Also present were Judy Keane, Kathy Bagley, Parks and Recreation Director, Architect, Glenn Yeakel and Council Liaison Paul Montinieri.

1. Public comments.

No comments.

2. Minutes.

- A. March 6, 2008 minutes - Tom Willsey moved to approve the minutes. Seconded by Charlie Viani and voted unanimously.
- B. March 25, 2008 minutes - Tom Dolan move to approve the minutes. Seconded by Charlie Viani and voted unanimously.

3. Status of Construction.

Charlie Viani reported that the construction is going well in the building and the new gymnasium windows are being installed. They are approximately 95% complete. The electrical conduit work will be completed shortly and the HVAC system is being worked on at the present time. The steel is in place for the stainless steel ductwork and the gymnasium will be ready for finishes in a week or so. The architect, Glenn Yeakel will send the color board for the gymnasium colors to the community center office. Members can stop by and look at the color board. Charlie Viani reported that the plumber got sick, but the contractor has gotten a replacement plumber to do this work.

Committee members discussed the existing lights in the fitness room. With everything else being renovated the light fixtures do not look good. Charlie Viani suggested replacing the fixtures with new fixtures. Judy Keane reported that she spoke with a possible donor (recommended by Nick D'Eramo) and this donor will call the architect to discuss the new fixtures. It is possible this individual may help with the cost of the new fixtures. Chairperson Gaunt will send out an e-mail to members if more information becomes available on this issue.

Charlie Viani reported that one of the large windows has been cut into the brick wall and the contractor will look to do the second window on Monday. It is possible that June will be realistic for a completion date.

A. Project Budget.

Chairperson Gaunt reviewed the project budget with committee members. He asked committee members if they had any questions regarding budget report #5, dated March 14, 2008. He brought to the committee's attention that additional funds of \$21,600 were given to the committee from the Town Council for the window replacement in the main lobby. He explained that the windows in the main lobby will be replaced to match the windows in the new fitness room. Both these rooms are at the front of the building. It will complete the look of the building. The contractor submitted change order #8 for this new work. The cost for the change order is \$22,400. The window grant funds are \$21,600, leaving a balance needed of \$800. Chairperson Gaunt asked for a motion from the committee to take \$800 out of the contingency fund to pay for this change order. Mark Trahan moved to take \$800 out of the contingency fund to pay for the remainder of the window replacement in the main lobby. Tom Willsey seconded the motion and it was voted unanimously.

Charlie Viani reported that there is approximately \$1000 due back to the project from the contractor for the work on the bathroom and shower in the fitness room. These funds will be used when additional changes are needed for construction.

Committee members discussed the placement of the steel from the World Trade Center. They asked if additional funds would be needed to transport and install these pieces. Charlie Viani reported that he had spoken with the steel contractor who is working on this project. The steel contractor will donate his services for the labor and installation needed for these two pieces. The steel contractor is waiting for the design from the architect for this installation. Committee members were very appreciative of this donation.

B. Change Order Report

Chairperson Gaunt explained to committee members that the contractor had submitted change orders for their approval. He will go through each change order with the members and solicit their opinion and a vote on each one for approval.

1. Change order #4 - Charlie Viani moved to approve change order #4 in the amount of \$3,170 for the additional abatement work necessary for the pipes in the fitness room. The motion was seconded by Tom Willsey and approved unanimously.
2. Change order #5 - Mark Trahan moved to approve change order #5 in the amount of \$2,870 for the installation of the bricks at the front walk. Frank Dellaripa seconded the motion, and it was approved unanimously.
3. Change order #6 - Frank Dellaripa moved to approve change order #6 in the amount of \$3,200 for the installation of the pipe insulation. The motion was seconded by Charlie Viani and voted unanimously.
4. Change order #7 - Tom Dolan moved to approve change order #7 in the amount of \$4,900 for the additional 12 feet of ductwork and insulation on the roof. The motion was seconded by Frank Dellaripa and voted unanimously.
5. Change order #8 - Tom Willsey moved to approve change order #8 in the amount of \$22,400 for replacing the windows in the main lobby. The motion was seconded by Mark Trahan and voted unanimously.
6. Change order #9 - Chairperson Gaunt explained that the removal of the towers and the installation of the new steel piece from the World Trade Center will need to go to the Planning and Zoning Commission for a modification to the site plan. Until the Planning and Zoning Commission acts on this modification to the site plan, the building committee cannot take any action on change order #9. Tom Dolan moved to table change order #9 in the amount of a credit of \$8,858.88 to remove the towers at the front entrance. The motion was seconded by Frank Dellaripa and passed unanimously. Charlie Viani reported that the contractor had already ordered the glass block for these towers at a cost of approximately \$1800. Therefore, the committee will owe the contractor for this block.

- C. Brick Walkway - Charlie Viani reported that the cost of buying the bricks for the new walkway is \$2028.22. A \$200 donation was received for these bricks, making the cost of the bricks \$1828.22. He suggested to the committee that they need to discuss who would pay for the bricks. Kathy Bagley suggested that the cost of the bricks should be paid by the Keane foundation since they are collecting money for the engraved bricks which will replace these existing bricks. Judy Keane concurred with that idea and asked Charlie Viani to get her an invoice. Charlie had the invoice with him and passed it over to Judy Keane. Charlie Viani also reported that the town mason will put in the engraved bricks as they need to be installed on the new walkway.

4. Old Business.

- A. Report on the site plan - Tom Dolan asked committee members to explain the changes to the exterior of the building. He asked for a clarification on the removal of the towers from the entrance. Mark Trahan

explained his thoughts on the tower removal. The towers were originally designed prior to the committee knowing about the steel from the World Trade Center. With the steel placed between the two new windows, the towers would take the focus away from the steel. He felt there would be too many elements that would draw attention away from this piece of steel. The committee wanted to put the focus on the steel and not have the entrance look congested. Other committee members supported Mark's recommendation and wanted to make sure that the steel would be the focus at that entrance. They also explained that the two new windows represent the twin Towers with this piece of steel being centered right between them. Tom Dolan thanked members for the clarification.

Ms. Bagley reported that the Planning and Zoning Commission meeting will be April 15 and she will check the time and send out an e-mail to committee members. This meeting will be to review the site modifications proposed by the building committee. Charlie Viani asked any available members to attend that meeting in support of these revisions.

5. New business.

A. Payment requests.

1. Contractor Payment Request for February - Architect Glenn Yeakel distributed the payment request from General Builders. He explained that architect Bob Roach had reviewed this request for payment and approved the payment amount. This payment request is for a total of \$68,500, less a 5% retainage for an overall payment request of \$65,075. Tom Willsey moved to approve the payment. Motion was seconded by Mark Trahan and voted unanimously.
2. Contractor Payment Request for March - Architect Glenn Yeakel distributed the payment request from General Builders. Once again, he explained that architect Bob Roach reviewed this request and approved the payment amount. This payment request is for a total of \$122,700, less a 5% retainage for an overall payment request of \$116,565. Tom Dolan move to approve the payment request. Motion was seconded by Frank Dellaripa and voted unanimously.
3. Friar Associates Payment Request - Chairperson Gaunt distributed an invoice from Friar Associates. He asked committee members to review the invoice. Frank Dellaripa moved to approve payment to Friar Associates in the amount of \$1,500 for invoice #8 dated March 31, 2008. The motion was seconded by Tom Dolan and approved unanimously. Charlie Viani expressed to Glenn Yeakel how grateful the committee was to Friar Associates for all the work that they have done on this project. He thanked them for their commitment to the project. Committee members all concurred with Charlie Viani's comments and expressed their thanks to Friar Associates.
4. Fuss and O'Neil Payment Request - Chairperson Gaunt distributed an invoice from Fuss and O'Neil for their environmental work at the community center. He explained that this invoice was for the balance owed for the abatement supervision of the pipes in the fitness room. Mark Trahan moved to approve payment to Fuss and O'Neil in the amount of \$400 for invoice number #1602 dated March 19, 2008. The motion was seconded by Charlie Viani and voted unanimously. Ms. Bagley brought to committee members attention that this payment completes Fuss and O'Neil's work for the committee. A balance exists in their account of \$2000. Charlie Viani moved to transfer the money left over from this account to the contingency fund. The motion was seconded by Mark Trahan and voted unanimously.

B. Judy Keane gave an update on the steel from World Trade Center. The lead attorney is working on the contract. She should hear something by Monday. If she does not hear something by Monday, she will call the New York attorney directly. Judy reported that once she gets the contract it will need to go to the town manager and town attorney for review.

C. Chimney condition - Charlie Viani reported that he asked the contractor to give the town an estimate to fix the chimney at the community center. This chimney has been hit by lightning and he is looking for an estimate to see what the work will cost. Since the piping from the renovation project does use the chimney this may be a project for the committee. He will report back once he gets further information.

- D. Judy Keane talked to building committee members about inviting different dignitaries and the press to see the project before it is completed. She suggested calling it a hard hat tour. She discussed this with the town manager who asked her to wait till after May 12th the end of the budget meetings. Committee members suggested having the dignitaries come visit when it's all finished and look at having a dedication ceremony on September 11. There will be further discussions on this topic at another meeting.
6. Adjournment - Charlie Viani moved to adjourn the meeting at 7:45 p.m. Motion seconded by Tom Dolan and voted unanimously.

At this time committee members took a tour of the construction site.

Respectfully submitted,

Kathleen A. Bagley, Director
Parks and Recreation Department