

**WHS & HANMER SCHOOL BUILDING COMMITTEE
REGULAR MEETING MINUTES
Monday October 22, 2012**

Present:

Committee Member	Name	Present	Absent	Excused
	Christine Fortunato, Chairman	x		
	J. Edward Brymer Jr., Vice Chairman	x		
	Steven Barry		x	
	Daniel Camilliere	x		
	Frank Dellaripa	x		
	Diane Fitzpatrick, Clerk	x		
	Peter Gardow			x
Liaison Present	David Drake, Council Liaison			x
	Mike Turner, Staff Liaison	x		
	John Cascio, Bd. Of Education	x		
Staff Present	Jeff Bridges, Town Manager			x
	Mike Emmett, Supt. Schools	x		
	Tom Moore, WHS Principal	x		
	Fred Bushey, Dir of Maintenance	x		
	Lori Schroll, Administrative Analyst - Engineering	x		
	Sally Katz, Dir. Of Physical Services	x		
	Sue Smith, Finance Director			x
	Keith Rafaniello, Board of Ed			x
Guests Present	Rusty Malik, Quisenberry Arcari	x		
	Lorel H. Purcell, O&G Construction	x		

Call to Order: Chairwoman Fortunato called the meeting to order at 6:45 p.m. in the Lower Level Meeting Room at the Wethersfield Board of Ed.

1. Public Comments: None (2 members of public were present)

2. Approval of Minutes: Motion by Ed Brymer seconded by Frank Dellaripa to approve the minutes of 9/24/12 meeting. All present voted in favor.

Motion by Dan Camilliere seconded by Ed Brymer to approve the minutes of 10/15/12 Special meeting. All present voted in favor, Diane Fitzpatrick abstained.

3. Correspondence: a. Letter from Purcell Associates regarding merger – Mike Turner explained it was a contractual type merger, asked if anyone had any concerns. None were stated.

4. Expenditures:

a. GNCB Consulting Engineers, Inv. No. 19353, \$ 1545.00
Motion by Frank Dellaripa seconded by Ed Brymer all present voted in favor.
Frank mentioned he appreciated receiving the budget figures that Susan Smith sent the committee, asked if possible to receive that every month?

b. Purcell Assoc., Inv. #24447, \$ 315.00
Motion by Ed Brymer seconded by Frank Dellaripa all present voted in favor.

c. QA Architects, Inv. 5673, \$ 254,131.91
Motion by Frank Dellaripa seconded by Diane Fitzpatrick all present voted in favor.

d. QA Architects, Inv. 5674, \$ 217.02
Motion by Dan Camilliere seconded by Diane Fitzpatrick all present voted in favor.

5. Staff/Architect/CM Information:

a. Architects Report / SD Submission- Revisions and Updates
Rusty presented Site Option D – this incorporates all the comments from the different departments (i.e. fire/police/engineering, etc). The tennis courts were moved west and the Student drop off was changed. Mike Turner stated that staff felt this gives the children the best safety. Rusty stated that that traffic engineer participated in review of this plan with staff. Diane Fitzpatrick commented on the different issues, especially concerned there is only one exit and all the traffic dumps out onto Wolcott Hill Road.

John Cascio stated coming out of the school onto Wolcott Hill Road has always been an issue and agrees with Diane Fitzpatrick's point that having only one exit out of the school that is used to having more than one may be an issue. John asked if the gate could stay open in the morning for people to exit out to Jay St. or Folly Brook Blvd. Mike will advise the traffic engineer of this request.

Ed Brymer stated that he will support Option D if all the key personnel are on board with it.

The balance of the Committee also supported Option D, as long as the Traffic Engineers return a report that is agreeable.

Rusty asked the Committee if the Façade Elevations were good. There was general consensus to proceed as presented. Ed Brymer asked about the south side elevator, Rusty answered it is still being discussed with O&G.

Rusty stated he has a meeting with the Hazmat Consultant on Friday at 1:30 p.m. to review the scope and discuss the timeline.

b. Construction Managers Report-

Lorel Purcell went through the timeline she had sent to the Committee. She stated that they should have the Traffic Engineer's report by the end of October and they should be finished with the Phasing Plan by the beginning of November. She is hoping to stay on schedule to get the plans to P&Z and IWWC.

Frank asked why there are so many Consultants being hired, Lorel stated that some of the consultants may not be needed, they don't know until the project is underway.

6. Old Business:

a. Committee Reports:

Site Work/Construction – Frank stated he attended the meeting at Rusty's, he said there is a nice layout with the utilities asked if some replacements to the water main, etc. could be done within the budget, maybe consolidate some of the lines coming in.

Communications – Diane stated that Keith and Mike launched the Facebook page and this will be the main method of communication with the public. Keith will add links to it, so the minutes, or presentations can be uploaded and seen by the public. The sub-committee will meet the 4th Monday 1 hour before the regular Building Committee meeting. Dan Camilliere is now on this sub-committee with Diane.

The Town website will link to the Facebook page.

The question arose as to who should handle any questions from the Press, it was decided that the Chairwoman should handle the questions. Christine asked if it was possible to post a one page fact sheet as things come up, Tom Moore volunteered to develop one.

Lorel stated she would be happy to handle any calls from Construction Publications.

Technology/Furniture – Tom Moore said that the sub-committee meets every Friday morning. Lorel is leading them through the phasing process, there will be 5 phases, Phase 1 is almost completed.

Energy – no report. Mike T has info from PV consultant to be referred to the subcommittee.

Finance – Christine stated she is scheduling a second meeting with the Finance Director, Sue Smith and will ask her to come to the next meeting to present her budget.

b. Discussion of SD presentation to Town Council – Council asked some good questions and there were some good comments/questions from the Public. Ed stated he

was surprised that there weren't more students/parents at the meeting to ask educational questions- everything was centered on parking. Christine stated she received emails from Donna Hemman and Dave Drake stating that Council thought it was a good presentation and asked the committee to listen to the public comments when going forward, but they both give the Committee the task of taking care of this project.

Rusty will present the SD to the Board of Education on November 13th at 7:00 p.m., Mr. Moore and Mr. Emmett will put in the educational aspect to the presentation.

- c. Geothermal Test Bore – Test took place on October 5th, took about 5/6 hours to drill. No complaints about the noise. Waiting for the final paperwork, but it looks like it is a top ten well.

7. New Business: None

8. Other Business:

- a. Hanmer School Fire Alarm Project Status Report: Fred stated he is working with Tammy Ohanesian in the Finance office. There is a project number and the bid documents should be out on the street by the next meeting. When the bids come back, the Committee will have to recommend award to the Town Council.

- 9. **Adjourn:** The next meeting is scheduled to take place on Monday November 12, 2012, in the Community Room at the Library.

Motion made by Ed Brymer, seconded by Frank Dellaripa to adjourn.

Meeting adjourned at 8:34 p.m.

I hereby certify that the above is a true copy of the minutes approved by the High School & Hanmer Building Committee.

Diane Fitzpatrick, Clerk