



- The well drilling is ongoing. Twelve wells are complete. Weather and additional boulders have caused some delay in the process.
- There are ventilation and emergency lighting concerns in the administration and kindergarten areas of GES now that the windows have been covered. Fans and flashlights have been installed and there are plans for temporary ventilation units.
- The foundation work will begin in Area C next week; Area C is located at an adequate distance from the demolition area for this to occur.
- The recreation department has removed the equipment from the playground that will be reused by Griswold Recreation. The remaining portion has been disassembled and will be stored at the town garage.
- FIP is planning a topping ceremony for the first phase of GES construction in April 2010.
- Mr. McLellan reported that Griswold Middle School (GMS) received the final certificate of occupancy for the addition on 12/17/09, so the building was ready for use by the student body on 1/4/10.
- The third and final phase of construction has begun; this phase includes the balance of the renovation work at existing Building A. The projected savings to date is \$822,969 as noted on the Cost Tracker included in the GMS December 2009 progress report. It was noted that there are additional cost of work (COW), Scope/Unassigned Holds currently being projected; however, if you were to include the current noted savings along with the balance of the construction manager (CM) Contingency and the balance of the Owner Contingency, it would yield a projected savings of approximately \$1.6m to the guaranteed maximum price (GMP) of the GMS addition and renovation.
- The P-trap water balancing is complete. There were no additional change orders.
- Discussion was held on the refurbishment of the auditorium. The final phase of the refurbishment will include the installation of updated sound and lighting equipment.

**B. Meeting with KBA**

- Mr. Boos met with members of GPS administration and staff to review construction phasing, bus and parent drop off concerns, and cafeteria logistics.

**C. Action on outstanding invoices**

- **Motion:** By Stuart Norman  
Seconded by Heather Edge

To approve the application and certificate for payment for work completed at GMS by KBA (application # 08-003.21 which KBA has reviewed) in the amount of \$639,512 .00. This is for work completed through 12/31/09.

- **Amended Motion:** By Stuart Norman  
Seconded by Heather Edge  
All in favor

To approve the application and certificate for payment for work completed at GMS by **FIP** (application # 08-003.21 which KBA has reviewed) in the amount of \$639,512 .00. This is for work completed through 12/31/09.

- **Motion:** By Stuart Norman  
Seconded by John Faulise  
All in favor  
To reimburse GMS \$42.25 for tape used in the process of moving.
- **Motion:** By Peter Dorff  
Seconded by John Faulise  
All in favor  
To approve the application and certificate for payment for work completed at GES by FIP (application # 09-001.07 which KBA has reviewed) in the amount of \$568,373.00. This is for work completed through 12/31/09.
- Mr. Everett received invoices from Fairfield and Enviromed and gave them to FIP for review.
- **Motion:** By John Faulise  
Seconded by Stuart Norman  
All in favor  
To pay KBA invoice #1 (07000.22) for work on furniture, fixtures, and equipment (FF&E) at GMS in the amount of \$33,313.75. (This is for work from 1/16 /09 to 12/31/09.)

#### **D. Superintendent Report on GMS Opening**

- Mr. Freeman reported that the bus runs went well; there are now two buildings for elementary school buses to service. Mr. Nguyen, GMS Principal, conducted two welcoming assemblies, one for the 6<sup>th</sup> through 8<sup>th</sup> grades and one for the 4<sup>th</sup> and 5<sup>th</sup> grades.
- The tours have highlighted the responsible use of taxpayer dollars; administrators have noted the reuse of the old computers with the new energy efficient screens and the dual use facilities. The tours will continue through Thursday and there will be a short ceremony to open the GMS basketball games in the refurbished gymnasium on Friday.
- A ribbon cutting ceremony will be scheduled at a later date.

#### **E. Discussion on GMS Air Compressor/ Direct Digital Control (DDC) Issue**

- Sensors in the present pneumatic system in Building A have been replaced and there have been no reported complaints to date.
- Mr. Jones of BVH has surveyed the area in Building A that could be converted to a DDC heating system and estimates a cost of approximately \$30,000 to convert. Conversion is recommended because parts for a pneumatic system are increasingly harder to find and DDC systems are known to provide energy savings.
- Conversion could take place during the summer. Discussion was held on the timing of commissioning services if the committee decides to do the conversion.

#### **F. Discussion on ASI#121-01 (GMS Field Lights)**

- The bids for the work on the GMS field lights are due on Tuesday, January 12, 2010.

#### **G. Discussion on Commissioning Services**

- Mr. Boos passed out two proposals from BVH, one for commissioning the systems in GES and one for commissioning the systems in GMS. Mr. Jones briefly reviewed the

commissioning process and noted that commissioning will soon be required on public buildings.

- Commissioning on GMS will be more labor intensive because some of the subcontractors will be asked to come back to work with the company doing the commissioning. In GES, the commissioning company can work with the subcontractors during the construction process if they are hired in that time frame.
- Mr. Boos will put together information that can be used in a Request for Qualifications (RFQ) for commissioning services.

#### **H. Discussion on GMS Plaques**

- Mr. Everett will email a copy of the wording for the clock tower plaque and the plaque for the GMS addition to members of the committee.
- The clock tower plaque that thanks FIP for the refurbishment work will be located next to the refurbished auditorium near the plaque that thanks the original donor of the clock; The GMS plaque will be located in the new lobby.

#### **V. OTHER BUSINESS**

- Mr. Boos would like to meet with the GES playground committee in the near future.
- The GPS administration is in charge of the time capsule content and will meet with Jim Sperry, the landscape architect at KBA, to determine the specifications of the location.
- The GMS photovoltaic (PV) system is on line. An initial history of the generated electricity is being taken; the PV display kiosks will be set up shortly.

#### **VI. PUBLIC FORUM**

There was no discussion during public forum.

#### **VII. ADJOURNMENT**

**Motion:** By Heather Edge  
Seconded by Stuart Norman  
All in favor

To adjourn the meeting at 8:30 p.m.

Minutes recorded by Elizabeth Longacre