

# Unapproved Draft

## GRISWOLD SCHOOL BUILDING COMMITTEE TOWN OF GRISWOLD

**DATE:** Wednesday, March 3, 2010

### **I. CALL TO ORDER**

A regular meeting of the Griswold School Building Committee (GSBC) was held in the Griswold High School Board room. Frank Everett, Chairman, called the meeting to order at 7:00 pm.

**PRESENT:** Frank Everett, Chairman                      Stuart Norman, 2nd Vice Chairman  
Elizabeth Longacre, Secretary                      Lou Rubino  
Peter Dorff    Sharon Hvizdak  
Heather Edge    Erik Kudlis (7:02 p.m.)

**ABSENT:** John Taylor, Vice Chairman                      Philip Anthony  
John Faulise

**ALSO PRESENT:** Paul Freeman, superintendent of Griswold Public Schools (GPS)  
Barbara Crouch, Griswold Director of Finance  
Philip Rees, project manager, FIP Construction Inc. (FIP)  
Charles Boos, architect, Kaestle Boos Associates (KBA)  
Jim Sperry, landscape architect, KBA

### **II. APPROVAL OF 2-17-10 REGULAR MEETING MINUTES**

**Motion:** By Stuart Norman  
              Seconded by Peter Dorff  
              All in favor, Sharon Hvizdak abstained

To approve the February 17, 2010 GSBC regular meeting minutes as they were sent electronically.

### **III. STANDING ACTION ITEMS - Report from Change Order Subcommittee**

There was no report from the Change Order Subcommittee because there were no emergency change order situations.

### **IV. NEW BUSINESS**

#### **A. Meeting with FIP**

- Mr. Rees briefly reviewed some of the work that is being done in Griswold Middle School (GMS). The traffic signs for the bus drop off area have been received and Mr. Strid is coordinating the installation. The work for the sidewalk issue, which was addressed at the last meeting, is out for pricing.
- Mr. Everett noted that discussion and action on Change Order #5, which relates to field lighting, is on the agenda for the Board of Selectmen's meeting on March 9, 2010.
- Mr. Everett noted that discussion and action on asbestos abatement in rooms A305, A307, and A209 were on the agenda for the March 3, 2010 GSBC meeting.
- Mr. Rees reviewed the work at Griswold Elementary School (GES). Foundation work is ongoing and erection of steel is scheduled to begin in the middle of March. FIP is roughing in the underground plumbing prior to the installation of the steel. An electrical raceway is being installed and the high wall is being waterproofed.

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- A vein of unsuitable soil was uncovered. Because that soil did not have the load bearing capacity to accommodate the steel footings, it was hauled away and suitable soil was brought in to replace it.
- Chris Wilcox received an email from the Griswold Fire Marshal requesting approximately 50 lockers, if the school no longer needed those lockers. It was assumed that those lockers were for the Volunteer Fire Department. Mr. Freeman was in favor of this and said he would facilitate the transfer.
- The topping ceremony is tentatively scheduled for April 16, 2010. It will take place at the southeast corner of the new building.
- The concrete walls, which will be set near the kindergarten area, have been formed and will be installed during a time that does not coincide with school hours.

## **B. Meeting with KBA**

- Mr. Boos had no further information to add about the construction at GES.
- At GMS, Mr. Boos is looking at the issue of the two-inch differential between the property room and the back of the stage in the auditorium as it relates to handicap accessibility.
- Mr. Boos noted that the temporary flooring in the GMS auditorium is coming out during the school's April vacation.

## **C. Action on outstanding invoices**

- **Motion:** By Stuart Norman  
Seconded by Heather Edge  
All in favor  
To pay Fairfield Testing Lab invoice #30-01-06 in the amount of \$4610 for soil sampling and inspection services during January 2010.
- **Motion:** By Stuart Norman  
Seconded by Sharon Hvizdak  
All in favor  
To pay Dr. Clarence Welty \$800 for work observing foundation sub grades at GES. The reference number for this invoice is File #663-01.
- **Motion:** By Heather Edge  
Seconded by Sharon Hvizdak  
All in favor  
To pay Enviromed invoice #11327 in the amount of \$1845 for air monitoring work during asbestos abatement at GES.
- **Motion:** By Heather Edge  
Seconded by Sharon Hvizdak  
All in favor  
To pay the Shipman & Goodwin invoice #370915 in the amount of \$615 for work on geothermal.
- Mr. Everett noted that the Connecticut Clean Energy Fund plans to pay the funds from the energy grant directly to the contractor doing the work on the GES geothermal system. It was

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noted that the GSBC would then have a financial cap of the approved voter funding minus the amount of the energy grant.

- **Motion:** By Stuart Norman  
Seconded by Sharon Hvizdak  
All in favor

To approve the application and certificate for payment for work completed at GES by FIP (application # 09-001.09 which KBA has reviewed) in the amount of \$963,744.00. This is for work completed through 2/28/10.

- **Motion:** By Stuart Norman  
Seconded by Sharon Hvizdak  
All in favor

To approve the application and certificate for payment for work completed at GMS by FIP (application # 08-003.23 which KBA has reviewed) in the amount of \$1,206,779.00. This is for work completed through 2/28/10.

## D. Review and action on Proposals

- **Motion:** By Stuart Norman  
Seconded by Sharon Hvizdak  
All in favor

To approve change order proposal #3 for the deletion of two tray dispensers in the kitchen of GES at a savings of \$3080.

- **Motion:** By Heather Edge  
Seconded by Sharon Hvizdak

To approve change order proposal #4 for installation of temporary ventilation in the kindergarten classrooms at GES at a cost not to exceed \$37,590.

Mr. Kudlis noted that since there is already ventilation ductwork in one classroom, ventilation might be accomplished with a booster fan and extra ductwork at a lower cost. Mr. Rees will get back to the committee on this issue. If a decision needs to be made prior to the next meeting in order to meet the April vacation window, the change order committee has authorization to act for the committee on the kindergarten ventilation issue. (GSBC minutes dated January 20, 2010)

The motion was withdrawn.

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

To approve change order proposal #5 for installation of a new doublewide hollow metal frame door near the kitchen of GES at a cost of \$3396.

- **Motion:** By Heather Edge  
Seconded by Sharon Hvizdak  
All in favor

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To approve change order proposal #6 for installation of eight access doors in the community bathrooms at GES at a cost of \$26,114.

## **E. KBA Presentation on Site Master Plan Proposal**

- Jim Sperry of KBA gave a presentation on a Griswold campus site master plan proposal. He discussed how the plan would aid plans for traffic circulation and bus circulation. He discussed relocating the tennis courts to accommodate extra parking.
- Mr. Everett suggested that the committee review chapter 92 of the Griswold town ordinances to see if this work would be included in the charge to the GSBC. Ms. Crouch noted that the ordinances are available on line. It was suggested that this work might fall under the auspices of the Board of Education or Planning and Zoning.

## **F. Discussion and action on GMS Building A asbestos abatement**

- **Motion:** By Heather Edge  
Seconded by Stuart Norman  
All in favor  
To approve the amount of \$5600 to remove the asbestos tiles in GMS rooms A305, A307, and A209.
- Mr. Freeman will find out if the removal of the tiles allows the Griswold campus to be certified as asbestos free.

## **G. Discussion and action on GMS abatement follow-up study**

- This discussion was tabled because there was a discrepancy between the number of samples that were offered in the Enviromed quote and the number of samples that were discussed at the most recent meeting that Mr. Everett attended with Enviromed.

## **H. Review and discussion on Commissioning Services Request for Qualifications (RFQ)**

- The responses to the commissioning services RFQ were opened on Monday, March 1, 2010 at the Griswold Town Hall. Mr. Everett had copies of the responses for the GSBC to review. KBA and FIP will also review the responses. Mr. Everett will provide the committee with a copy of the RFQ so that the GSBC may better evaluate the responses.

## **I. Discussion on KBA contract extension**

- This discussion was postponed until the end of the meeting so that other business and public concerns could be addressed before the committee went into executive session.

## **V. OTHER BUSINESS**

There was no other business.

## **VI. PUBLIC FORUM**

There was no discussion during public forum.

## **Executive Session**

**Motion:** By Stuart Norman  
Seconded by Sharon Hvizdak  
All in favor

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To go into executive session for the purpose of discussing a contract extension for KBA and to invite Paul Freeman, Barbara Crouch, and Charles Boos into the session.

The committee came out of executive session at 9:02 p.m.

## **VII. ADJOURNMENT**

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

To adjourn the meeting at 9:02 p.m.

Minutes recorded by Elizabeth Longacre