

- Mr. Huff enumerated the advantages of commissioning in terms of energy savings and gave specific examples of services provided by a commissioning team. Mr. Huff can provide services for both schools but he is strongly recommending the service for the geothermal system at Griswold Elementary School (GES)
- Mr. Boos will verify that commissioning is a reimbursable expense through the state.
- Mr. Norman noted that it would be helpful to have a menu of specific commissioning services and the approximate cost. BVH will put together proposals for commissioning services for the two Griswold buildings.

B. Meeting with FIP

- Mr. McLellan briefly reviewed the progress on Griswold Middle School (GMS). Bldg. A is moving along. FIP is working on minor exterior issues. Landscaping will begin on 8/20/09. The interior tile patching is ongoing. Buildings B and C are progressing well. The second floors are in the finish mode; FIP hopes to have the buildings weather tight by the end of the month. The flooring system is being installed now through the end of September. Wet sheetrock issues have been addressed.
- Mr. Boyle reviewed the work at GES. The widened road has been paved; the storm piping work is ongoing. The construction of the fencing will begin 8/20/09; the topsoil stripping will be complete by 8/31/09. The underground fiber infrastructure is complete; the egress improvements will be complete before school begins. Another trailer compound is being installed on site.
- Mr. Boyle reviewed four bids for GMS. FIP is recommending the low bidder for the overhead doors and the interior scoreboard. FIP is recommending the second lowest bidder for the wood flooring and food service equipment; the lowest bidders for the wood flooring and the food service equipment withdrew because they had an incomplete scope of work. Mr. Boyle noted that the Guaranteed Maximum Price (GMP) would not be affected.

Motion: By Stuart Norman
 Seconded by Elizabeth Longacre
 All in favor

To award bid package 11.01 for food service equipment to Boston Showcase Company in the amount of \$474,005.

To award bid package 9.05 for wood flooring to Kenvo Floors in the amount of \$95,611.

To award bid package 11.04 for interior scoreboard to Northeast Scoreboards in the amount of \$4199.

To award the bid package 8.02 for overhead doors to Overhead Doors in the amount of \$6640.55.

- Mr. Boyle said that the well drilling for the geothermal system would be pushed back from September to October so that Griswold would be eligible for federal reimbursement money through the state of Connecticut. Mr. Everett noted that the state is planning on using Griswold as a pilot program for energy reimbursement. Mr. Everett will be in touch with

the energy consultants about required paperwork. Mr. Boyle will let Mr. Kudlis know whom the mechanical contractor is interviewing for the geothermal wells.

- Discussion was held on topsoil storage. Mr. Freeman will let Mr. Boyle know where FIP may store additional topsoil. Mr. Everett will let the town know about additional fill that is available to the town if the town has use for it.
- Temporary blocked roadway issues have been resolved.
- Mr. Boyle is looking into the cost of extending the planned GES photovoltaic (PV) system by a small percentage. Extending the system might allow for an easier extension of the PV system in the future.
- Mr. Boyle noted that FIP would be washing the exterior of GMS Building A so that the building can be more easily checked for repointing. This work will be covered as cost of work in the masonry line item. Discussion was held on washing methods and sealants.
- On 9/21/09 FIP will begin parking on the parade ground so that work may be done on the GMS parking lot. FIP staff should be on site before school hours. Mr. Freeman will to speak to school principals to see if there are any concerns about this situation.
- Discussion was held on two change order proposals. The first proposal (#7) provides a credit of \$12,465 to Griswold because of a design change in the wireless clock system. The second proposal (#8) covers the cost to motorize the backstops in the GMS gymnasium.

Motion: By Peter Dorff
Seconded by Stuart Norman
All in favor

To approve change order proposal #7 for a credit of \$12,465 due to a wireless clock design change.

To approve change order proposal #8 for \$29983.80 (\$28556 plus 5% overhead) for the motorizing of the backstops in the GMS gymnasium.

C. Meeting with KBA

- Mr. Boos presented four design proposals from BVH. He specifically noted that the fees quoted by BVH do not include time and contractual mark-up that KBA will accrue in support of the four proposals. The first proposal was to provide contract documents for the softball field lighting to meet Illuminating Engineering Society of North America (IESNA) standards.

Motion: By Stuart Norman
Seconded by Heather Edge
All in favor
Erik Kudlis and Peter Dorff abstained

To approve the BVH lighting proposal in the amount of \$8000 as submitted.

- The second proposal was to provide engineering design services related to the installation of the propane tanks. Discussion was held on the need for and cost of the services.

Motion: By Stuart Norman
Seconded by Peter Dorff
All in favor

To approve an amount up to \$3500 to do work on an hourly basis to coordinate with Osterman Propane on the location of the propane tanks.

- The third proposal was to provide engineering design services related to the GMS clock replacement. Discussion was held on the cost of the services and the funding process.

Motion: By Heather Edge
Seconded by Stuart Norman
All in favor
Peter Dorff and Erik Kudlis abstained

To approve an amount up to \$3500 to do work on an hourly basis to design a GMS clock replacement.

- The fourth proposal was to provide ductwork design services and documentation so that the GMS auditorium could be completed in a timely manner for the start of school.

Motion: By Elizabeth Longacre
Seconded by Stuart Norman
All in favor

To approve the BVH ductwork proposal as presented in the amount of \$2500.

D. Action on outstanding invoices

There were no outstanding invoices.

E. Discussion on Time Capsule

Mr. Everett noted that the school administration and the Board of Education (BOE) recommended that the time capsule, when located, be placed in a designated spot in the GES entryway. If the time capsule is located, there will probably be a special ceremony to open and then relocate the time capsule.

V. OTHER BUSINESS

- Mr. Everett said that he could not attend the owner's meeting on August 27th; Stuart Norman said that he could attend if necessary. Mr. Everett will send out an email to determine if there are other committee members available for the meeting.
- Mr. Everett noted that there would be a going away potluck for Kathy Maxwell, the Griswold Finance Director, at the Veteran's of Foreign Wars (VFW) Hall on the evening of August 27, 2009; GSBC members are invited to attend.
- Mr. Everett will be a few minutes late to the September 2nd meeting that begins at 7pm. The meetings for September and October will begin at 7pm; Mr. Everett will file the necessary paperwork to change the GSBC meeting schedule.
- There will be a joint meeting with the BOE and GSBC on 9/14/09 to approve the GMS Furniture, Fixtures, and Equipment (FF&E) list before KBA takes the list to the state Bureau of School Facilities (BSF) for approval on 9/16/09. The BOE, GSBC, and school

administration will be meeting during the week of August 24th to finalize the list. Mr. Everett will email a working copy of the GMS FF&E list to members of the GSBC. It was noted that the GSBC is not obligated to purchase all the items that the state approves for purchase.

- Mr. Everett requested that FIP have a plan to deal with high wind conditions if Hurricane Bill turns toward the east coast of New England.

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 10:10 p.m.

Minutes recorded by Elizabeth Longacre