

Town of East Haddam  
School Building Committee  
Regular Meeting  
April 11, 2007  
Adopted April 25, 2007

**1. CALL TO ORDER**

The Regular Meeting of the East Haddam School Building Committee was held on Wednesday, April 11, 2007 at 7:03 p.m., at the Nathan Hale High School, Media Center, Mary Beth Mordecai being in the Chair and the Secretary being present.

**a. Roll Call**

In attendance were John Gibson, Craig Parker, Richard Toolan, Denise Gable, Mary Beth Mordecai, David LaFemina-arrived 7:22 p.m., Vinny Garofalo and Kerri Willis Budzik.

Todd Moss was absent.

Also in attendance were Bob Celmer-KBA, Tom DiMauro, Al Howat-Newfield Construction, Bob Carroll - Education Business Manager and Selectman Pete Govert-arrived 7:40p.m.

**2. APPROVAL OF THE AGENDA**

Nothing new was added.

**3. APPROVAL OF MINUTES**

**a. 03-28-07**

**Motion by Mr. Garofalo to approve the 03-28-07, meeting minutes as presented. Second by Mr. Toolan.**

**Favor: Gibson, Toolan, Gable, Mordecai, Garofalo and Budzik**

**Abstain: Parker**

**Motion passes.**

**4. TREASURER'S REPORT**

**a. Bills and Invoices**

Invoice No.    Date Company Amount

**Construction Costs**

  04/11/07 Newfield Construction, Inc \$591,901.54

**Other Project Costs**

Legal 03/15/07 Gould, Larson, Bennett    250.00

A & E 04/11/07 KBA    14,760.23

A & E Reimbursables 04/11/07 KBA    36.71

The committee acknowledged the legal expenses. Mrs. Budzik questioned if all UPS charges had been reviewed. Ms. Mordecai replied affirmatively.

**Motion by Mr. Garofalo to approve the invoices as presented. Second by Craig Parker and unanimously passed.**

**5. Old Business**

**a. BOE Report**

Ms. Mordecai reported that the NEASC report had been presented at the Board of Education meeting. Ms. Mordecai stated a board member had questioned the bonding of the project and that she had explained BANs and that the injunction issues with the land would not slow down the project.

**b. BOS Report**

Selectman Govert contributed under Other Discussion.

**c. BOF Report**

No one was available to report.

**d. Change Order Sub-Committee Report**

Mr. Garofalo stated there was nothing new to report.

**e. Construction Manager Report**

Mr. DiMauro and Mr. Howat distributed and discussed the following:

- Newfield Construction Payment Requisition for Approval dated April 11, 2007. On the first page, Total Project Costs % Complete of 42.27 is incorrect. It should be 9.9 as indicated on the 2<sup>nd</sup> page.
- Newfield Construction, Construction Manager's Report, dated 4/11/07.

Land acquisition, land survey/ environmental and admin/clerical appear as negative numbers on the payment requisition, meaning more had been spent than allocated on these line items. Mr. DiMauro advised the funding of the negative categories out of contingency. Ms. Mordecai stated the appraisals were added on to the land acquisition line. Ms. Mordecai informed the committee that once the price for the land was settled, the land acquisition line may increase more. Mr. Gibson questioned if money was allocated for appraisals to which Ms. Mordecai responded no. The committee agreed to allocate \$11,000.00 to admin/clerical to pay for past and future expenditures. The additional survey cost is attributable to additional boring testing on site which was unanticipated. Ms. Mordecai stated an additional \$900 was needed under land survey/environmental as approved at the last meeting. The item/cost code account #'s will be revised once the final accounting system is established.

Focused discussion was held analyzing the payment requisition chart.

**Motion by Ms. Mordecai to move \$16,050.00 from contingency to item 31100 Land Survey/Environmental, to move \$9,014.75 from contingency to item 75900 Land Acquisition and to move \$11,000.00 from contingency to item 46830 Admin/Clerical. Second by Mr. Garofalo and unanimously passed.**

The accounting system is still being established with the finance director. Mr. Sima's work will be approved at the next scheduled meeting.

Ms. Mordecai suggested having contingency spent to date added onto the Executive Financial Summary. Craig Parker suggested the project budget be separated into two columns indicating construction costs and town costs and totaling them on the bottom. Craig Parker explained this way the contingency would be captured on the report. Mr. Gibson requested that the word "complete" be changed to "expended".

Mr. Gibson commented the site should be secured in the prevention of vandalism. Gates will be installed at the main entrance and emergency access road. Newfield Construction will consider night surveillance on site. Craig Parker suggested placing heavy machinery near the entrance to curtail vandalism.

Craig Parker questioned if the dead trees around the perimeter were going to be removed. Mr. DiMauro replied all trees which were scheduled to be removed had been removed.

Ms. Mordecai questioned when the permitting issues would be resolved. Mr. Howat replied they anticipated resolution within the next few weeks. Mrs. Budzik questioned if Eileen Daily or other constituents should be contacted to help resolve permitting issues. Mr. DiMauro and Mr. Celmer advised against it. Mr. Celmer stated if it continued to be an issue, WMC could attend a meeting and advise the committee on the permitting process.

#### **f. Project Schedule**

Mr. Garofalo questioned if the 7 day extension was reflected on the project schedule to which Mr. DiMauro replied affirmatively.

Craig Parker stated it was unnecessary to include the Request and Answer Log and PCO Log with the report.

Mr. DiMauro gave Mrs. Gable a CD with photographs to be included on the web page.

The first Owner Meeting will be held on May 3, 2007 at 1p.m. on site.

#### **g. Architect Report**

Mr. Celmer reported that Mr. Sima had submitted the Phase 1b permit.

Mr. Celmer explained that the design of the alternate from copper to aluminum wire was not included in the fee. Mr. Celmer requested a motion reflecting a \$1,200 not to exceed, in order to revise the schedule design as it should have been in the plans.

**Motion by Craig Parker for KBA to redesign the electrical feeders to accommodate aluminum not to exceed \$1,200. Second by Mrs.**

**Budzik and unanimously passed.**

The \$1,200 fee includes KBA's markup.

**7. New Business**

Mrs. Gable reported the web page documenting the building of the school was ready to go. She will write a press release indicating the web page. The web page will be linked from the Board of Education web page. Ms. Mordecai recommended a link from the town page.

Selectman Govert reported that at the Board of Selectman meeting, he had advised the Selectmen to read the School Building Committee meeting minutes with regards to reporting procedures.

**8. DETERMINATION OF NEXT MEETING 04-25-07**

The next scheduled meeting is April 25, 2007 at 7p.m. at the Nathan Hale Ray High School, Media Center.

The committee decided not to change the time.

**9. AUDIENCE OF CITIZENS**

There was no one available to contribute to the Audience of Citizens at the time it was offered.

**9. OTHER DISCUSSION**

Referring to FORM ED049R and FORM ED046; Mr. Carroll asked if there were any questions. There were none. Mr. Carroll stated Dr. Durham would sign them.

**10. ADJOURNMENT**

**Motion by Mr. Gibson at 8:18p.m. to adjourn. Seconded by Mr. Toolan and unanimously passed.**

Respectfully submitted;

E. Ruth Ziobron  
Recording Secretary

A Tape Cassette of the Meeting is filed at the Selectman's office.