

# Litchfield Schools Building Committee Meeting Minutes

## **LOCATION**

Litchfield High School Library

## **DATE OF MEETING**

June 18, 2009

## **TIME MEETING STARTED**

7:06 PM

## **PERSON PREPARING THE MINUTES**

Marianne Arancio Stilson

## **MEMBERS PRESENT**

- |   |                                    |
|---|------------------------------------|
| 1. Jack Healy, Chair                          | 2. Mac Bramley                     |
| 3. Jeff Zullo, Treasurer & BOF Representative | 4. Bob Blazek, BOS Representative  |
| 5. Lynn Chapman                               | 6. Gary Waugh - BOE Representative |

## **MEMBERS ABSENT**

- |                            |                             |
|----------------------------|-----------------------------|
| 1. William J. Buckley, Jr. | 2. Stacie Kavle, Vice Chair |
| 3. Leo Paul - Ex-Officio   |                             |

## **OTHERS PRESENT**

From O&G: George Graikoski, from Herbert S. Newman: A. Brooks Fischer, from the School: Tony Crowe, from the BOE: Wayne Shuhi and Winnie Harrison, Roberta Healy and one reporter.

## **QUORUM PRESENT**

Yes

## **1. CALL TO ORDER**

Jack Healy, Chair called the meeting to order at 7:06 PM.

## **2. APPROVAL OF MINUTES**

### **Minutes from. May 21, 2009 Regular**

Jack Healy, Chair asks for a motion to approve the minutes of May 21, 2009.

**Motion:** Lynn Chapman moved to approve the meeting minutes of the regular meeting on May 21, 2009.

**So moved. Seconded: Bob Blazek**

**Discussion:** None

**Additions/Corrections:** None

**Vote:**

**Abstention:** Mac Bramley

**Absent:** Stacie Kavle, Vice Chair, William J. Buckley, Jr. and Leo Paul, Ex-Officio

**Ayes:** Lynn Chapman, Jeff Zullo, Bob Blazek, Gary Waugh and Jack Healy, Chair

**Motions passed**

## **3. COMMUNICATION**

*a. Report from Jeff Zullo on BOF Communication*

Jeff Zullo states that the BOF members were appreciative of the funding for the security camera system which saved the Town money. They again asked the Committee to finish the project and expend all the funds that the Committee deemed appropriate. Bob Blazek wants to know if any members of the BOF expressed a desire to leave some funds at the end and not expend everything. Jeff Zullo states that it is a unanimous decision by the BOF to expend all the funds budgeted. He believes that there was a motion to that effect.

**Motion: Jeff Zullo moved to add to tonight's agenda item #4 d. Surveillance System.**

**So moved. Seconded: Bob Blazek**

**Discussion:** Jack Healy, Chair states that he wants to update the Committee on the status of the security system.

**Vote:**

**Absent: Stacie Kavle, Vice Chair, William J. Buckley, Jr. and Leo Paul, Ex-Officio**

**Abstention: None**

**Objection: None**

**All Ayes**

**Motion passed**

*b. Report from Gary Waugh on BOE Communication*

Gary Waugh went to the BOE meeting on Wednesday night and presented an update and reported that he felt that the project was near completion. He asked the BOE to help the Committee plan a ceremony in the Fall and have a community opening. He states that there was interest in that idea. He states that he would be happy to work on that with the BOE. He states that Mr. Falcetti wanted to know if the potted plants were part of the landscape. Tony Crowe states that they not part of the renovation and were out back for three years. Mr. Crowe states that they are being put up to Plumb Hill to be used. Gary Waugh states that the BOE is satisfied with the project and that Jim Katzin would like to see a credit for the roof if the roof was deemed functional and there were no issues of leaking or other defect and has a warranty. Mr. Waugh states that Mr. Katzin would like to see that money used for something else as opposed to using the funds to fix an aesthetic issue.

*c. Report from Jack Healy on BOS Communication*

Jack Healy, Chair states that he reported that the Committee is working on the roof issue and that the BOS is happy that the project is nearing completion.

*d. Correspondence*

Jack Healy, Chair notes correspondence sent to the Committee from Stacie Kavle, Vice Chair who could not be here tonight and wanted to express her feelings about the roof. Also, he forwarded to the Committee this afternoon a letter from Allied Restoration concerning the roofing system.

Jack Healy, Chair notes that Committee Member, Kent Gilyard passed away. He would like to know the Committee's feelings on doing something to honor Kent as a group.

Bob Blazek asks for a moment of silence for Kent Gilyard. A moment of silence is held in his memory.

Mac Bramley would like to see a plaque for Kent Gilyard rather than one for all the Committee Members. He would love to see the renaming of the facility to Kent Gilyard.

Bob Blazek feels that all the members worked hard on this project and should be recognized on this plaque and that everyone worked so hard on this project in their own way for the kids. He would like to see a plaque done. Lynn Chapman proposes planting a tree with a plaque to honor Kent Gilyard because he was an avid environmentalist. Also, she would like to see a contribution made to an education foundation because he was also passionate about education as well. Even a bench would be nice. Jeff Zullo states that one of the benches in the front hallway could be dedicated to Kent Gilyard with a plaque. The Committee agrees with this idea. Jack Healy, Chair will work on getting a plaque placed on one of the benches in the front hallway.

#### **4. ARCHITECT & CONSTRUCTION MANAGER UPDATE – Take action as needed**

##### **a. Gymnasium Roof (Allied Roofing, HSN, O&G)**

Jeff Zullo has questions about the comments George Graikoski made in the email to Jack Healy, Chair. He is confused by the splitting of the costs of the credit three ways or issuing a credit for \$3,000.00 or 4,000.00. George Graikoski states that to do Plan B for the \$41,600.00, Herb Williamson would agree to absorb a third of that cost. Jack Healy, Chair wants to know who the other two thirds come from. George Graikoski states that it would be the Committee and the Architect. The Committee members want to know why they would have to pay for a repair since they already paid. George Graikoski states that this was discussed at the last meeting. Jack Healy, Chair states that he was not happy that there was an inference that the Committee would be paying a portion of the cost of \$41,600 to replace the roof because everyone has admitted (Sarnafil and Allied) that it has not been installed perfectly and even Herb Williamson from Allied has agreed that he is not satisfied with the outcome. Bob Blazek agrees with Chairman. He is concerned about how the roof will function in the future. He does not feel that the Committee should pay anything for the repair. He is also concerned that no one from Allied Restoration is here this evening to discuss this issue. He is not pleased. Mac Bramley is concerned that Sarnafil will not extend the warranty for an additional five years. He would like to know what the warranty is and from what date. He is confused as to why five years was chosen. George Graikoski states that this was in response to the last meeting. He states that Herb Williamson at the last meeting stated that he would not bear the total cost but would bear a third. He states that Mr. Williamson was asked to price out two options. He states that Sarnafil was also asked at the meeting if they would extend the warranty for an additional five years. Mac Bramley wants to know who is in charge of when the roof is accepted and when the warranty starts to run. He feels that this is a legal question. He would feel more comfortable if the roof was redone, accepted by Sarnafil for the warranty and then have Sarnafil start the warranty from that point on. Jeff Zullo states that he spoke to Richard Munday of Newman today and that it's not so much the appearance but the lack of the adhesion, the incorrect application of the material and the potential for performance failure that is a concern. He is concerned that if the Committee does the repair what happens to the warranty. He wants to know if Sarnafil is standing behind their warranty if the Committee has a failure caused by the installation. He states that the warranty does not cover workmanship. He wants to be clear that it is not an appearance issue but a potential performance issue. He is concerned that no monitoring has been done of the roof. He feels that the Committee does not know if there will be a failure of the roof in five or ten years. Mac Bramley states that he wanted to do a D&B on Allied Restoration and on Sarnafil but didn't get a chance. He is concerned that Allied Restoration or Sarnafil may not be around in ten or fifteen years or even their bonding company. He states that the Committee has pledged to the State a twenty year facility. Mac Bramley notes that with this product the Committee has suspicions that there may be a call on the warranty in the future. Bob Blazek would like to see a long term performance bond posted to cover the roof. Mac Bramley states that Sarnafil allowed Allied Restoration to install their product in a manner that has never been utilized before according to the testimony from last meeting. He feels that Sarnafil may be legally responsible for this because they sold the product to

them, knowing how they were going to use it. Jeff Zullo states that he went to Sarnafil's website and that they market it for vertical surfaces. A. Brooks Fischer from Newman states that they created the spec for the project using Sarnafil's specifications. Discussion of a performance bond ensues. Gary Waugh states that the Committee will not know the extent of the failure without taking the roof apart. Jeff Zullo states that the warranty states that leakage due to product failure not workmanship failure is covered. Lynn Chapman discusses the retainage. She does not feel that the Committee should have to pay anything to replace the roof. She would like to know what the repairs would look like and if Sarnafil will warranty the roof with the repairs. She feels that the Committee should keep the retainage. Jack Healy, Chair states that no one has done an engineering study or non-disruptive testing of the roof. A. Brooks Fischer states that Bruce Darling is a roofing consultant and was hired to assist the architect. He states that no one knows if the roof will delaminate any further. Mac Bramley is concerned about flapping of the roof in the future. He is also concerned that Tectonics did not understand the system but they did say that they were not sure that if it was repaired that the Committee would not get the exact same result as they have now. Jack Healy, Chair states that on a horizontal surface it is not uncommon to have bubbles but that the pressure will press it down and so it is not an issue. He states that he also spoke to Richard Munday today. Jack Healy, Chair is concerned about changing the seam pattern and what affect that will have. He is concerned that the forces will be in different directions and is concerned about how that would affect the performance of the roof. Mac Bramley wants to know if Sarnafil has put in writing that they will warranty any repair in the roof. A. Brooks Fischer states that before any fix is done, it will be sent to Sarnafil for a warranty approval before any work would be done. Bob Blazek again states that he is concerned that Allied and Sarnafil are not here this evening. Gary Waugh wants to know what Allied's logic is that the Architect would have any liability for the repair of the roof. Lynn Chapman would like to know if the Committee needs to monitor the roof before repairing it. Jeff Zullo feels that monitoring it will take time and that the roof needs to be addressed. He states that if the Committee is going to live with the roof then it should be monitored. Jeff Zullo states that he agrees with Stacie Kavle, Vice Chair that accepting a credit on the roof does not fix deficiencies. He states that it is a deficiency in the system caused by the misapplication. He states that there was testimony that the roof was not fully adhered. He states that the Committee has to come to a decision to keep the roof the way it is and accept a credit or to repair it. He states that he feels that Allied Restoration established a value of the credit as \$41,600.00. He will not accept that Allied will pay one third as a credit. He does not feel that the Committee should take any ownership for the difference. George Graikoski stated that Herb Williamson stated that it should be in thirds with the Committee and the Architect as the other parties. Jack Healy, Chair would like to send a letter to Allied with all the input from the Committee. He will send a draft letter out to the Committee before it is sent out. He will also send the letter to the Committee's attorney before it is sent out. Jeff Zullo wants clarification from Allied. Bob Blazek is not in favor of repairing the roof and is concerned that it may weaken the roof. He also states that he thinks monitoring is a good idea and that maybe it should be an independent company doing the monitoring. He is also in favor of a performance bond. Mac Bramley agrees with Bob Blazek. He states that he is not satisfied that plan B is the solution. He is also not sure that the cost could be more. He states that thought should be given to buying an insurance company guarantee for the full twenty years with the credit. He states that the BOE does not want to see it repaired if meaningful warranties are gotten on the system that it will not leak or delaminate. Gary Waugh states that if it is a performance issue that it should be repaired. Jeff Zullo states that everyone agrees that it is an aesthetics issue but no one knows if there will be a performance issue in the future. He states that if they can get a warranty to cover it for twenty years then he would be happy. Discussion of doing a test of the roof ensues. Jack Healy, Chair states that no one will be happy with the roof after a portion of it is tested and that if that is done then Plan B will be the only way to go. He does not think that anyone will be happy with a seam in one part of the roof where it was tested. Jack Healy, Chair feels that the Committee needs to make a decision. It is decided that Jack Healy, Chair will send a letter to Allied Restoration for clarification and state that the

Committee does not agree to the numbers in the letter. It should also address whether the system as it currently is will have a full warranty for materials and workmanship. The letter should also address that the cost of repair now is \$41,600.00 but that it will cost more in the future so a performance bond amount will have to be determined. Mac Bramley discusses the issue of holding the retainage. Bob Blazek does not feel that at this point the issue of retainage and performance should be left separate. Jack Healy, Chair states that Herb Williamson has always wanted to get to a final restoration of the issue. Jack Healy, Chair does not agree with the letter and feels that the Committee needs more detail. Bob Blazek wants the letter to state that the amount of the credit is not enough and should be reconsidered. Jack Healy, Chair will share the letter with A. Brooks Fischer and George Graikoski also before it is mailed. The Committee unanimously agrees that they will not pay anything towards the repair of the roof.

*b. Budget (O&G)*

George Graikoski of O&G hands out to the members of the Committee the following reports for the High/Middle School and the Intermediate School: Construction Manager's Monthly Cost Control Report, and Change Orders By Trade Contractor. He updated both reports and added the security system for both schools and added the additional work that was voted on last month. He contacted all the contractors who did not submit final pay applications. There were four: Spectrum Flooring for the Intermediate School; Spectrum Services, painting at both schools and there were two change order for refinishing cabinets at the HS and painting the art room floor in LIS that were never processed. A. Brooks Fischer thinks that the cabinets are part of the scope. George Graikoski will have to go back and look at the specs; Allied Restoration and Richards Corporation. He states that the report shows 100% except for those contractors. Jack Healy, Chair states that the only expenses left are architect's fees and Marianne's fees. Jack Healy, Chair states that there is a checks and balance system between Debbie, Cynthia, Stacey and George and it is all very close. George Graikoski states that all of his numbers agree with Debbie. Jeff Zullo states that there is approximately \$96,730 left.

*c. Schedule Update (O&G)*

Tony Crowe states that the stairways were bid at \$8,600.00 and that they start next week. Jack Healy, Chair states that he has not gotten a price for the exhaust stack. Gary Waugh is still concerned about the grass on the side of the addition because it is 90% weeds. He states he knows the topsoil same came back okay but that this area will continue to get worse. He would like to see if Richard's can look at that area too. Jack Healy, Chair states that three mowings are owed and maybe they can get that area reseeded instead. Jack Healy, Chair states that the soil sample in that area came back as one of the best spots.

George Graikoski states that Richards Corporation will be doing the French drain and it will be started next week. He states that GarSan is the contractor on the Glu-Lam benches and he will talk to them next week. Jeff Zullo wants to know what is going on with the canopy with Allied. George Graikoski has not spoken to Allied about it but there has been no activity on that yet.

*d. Surveillance Update*

Jack Healy, Chair states that the work has to be done with prevailing wage. They did a walkthrough of the area with the Trooper and Tony. The cameras may be put on the poles. They are looking into different options of wireless vs. wired cameras. The specifications are being written and it will go out to bid next week. Wayne Shuhi wants to know if it is an interior or exterior system. Jack Healy, Chair states that it is an exterior system.

***5. DISCUSS ISSUES LIST. Take action as deemed necessary.***

Lot – North End LHS

Jeff Zullo wants to know about the staging area. Jack Healy, Chair states that the public works could do the work but would like to be reimbursed for top soil and grass seed. Jeff Zullo thinks that the Committee should pay for man hours and machine hours. Gary Waugh agrees. Bob Blazek does not agree and feels that it is a community issue and that the Town should pay. Jeff Zullo does not agree and feels that the Committee should be repaid for man hours and machines. Gary Waugh feels that the cost to the Town would be less than hiring a private company. Jeff Zullo states that it was voted on last month to not exceed \$10,000.00.

Gary Waugh wants to know what is going on with the partitions in the bathrooms in LIS. Lynn Chapman states that you go into the bathrooms and half the locks don't work and she feels that is a priority. She states that it was years and years of painting. Lynn Chapman will get estimates for the partitions. Tony Crowe states that GarSan replaced all the ones at Center School.

Tony Crowe mentions the doorways and the issue with the rain. Jack Healy, Chair states that the way some of the doors were designed, water is coming into the building. He states that they will talk to A. Brooks Fischer to get a design to shed the water so it does not come in the building. Tony Crowe states that there are seven doors.

Jeff Zullo wants to know if there is additional FFE that is needed since there is money left in contingency. Tony Crowe has the list. He states that everything that they wanted they have but there are other items on the list if the Committee has funds. He will prepare the list for next meeting to be discussed by the Committee.

Bob Blazek wants to know about the heat in the music room. Tony Crowe states that that room is extremely uncomfortable because there is only one transom and it gets the sun in the afternoon. He states that it has improved with the replacement of the values but it is still warm. He states that it needs ventilation. Gary Waugh states that he stopped in to the room two weeks ago and it was warm.

***6. FINANCE COMMITTEE – Take action as needed***

*Approval of Invoices*

*Approval of Invoices*

Jeff Zullo hands out to the members of the Committee the list of the invoices to be approved.

Jeff Zullo tables Allied Restoration Invoice #19 not signed by HSN dated 9/30/2008 in the amount of \$15,677.84 until next meeting. He feels that this invoice should continue to be tabled.

Jeff Zullo tables Allied Restoration Invoice #20 not signed by HSN dated 9/30/2008 in the amount of \$56,594.44 until next meeting. He feels that this invoice should continue to be tabled.

Jeff Zullo tables Connecticut Material Testing Invoice #2009-2660 dated 5/30/2009 in the amount of \$975.00 for the soil sampling until next meeting. Jack Healy, Chair thinks that Richards was supposed to pay for the soil samples and wants it tabled.

**Motion:** Jeff Zullo moved that the following invoice be forwarded to the Chairman for approval.

VENDOR	APP/ INV#	INV. DATE	AMOUNT	SCHOOL
Marianne Arancio Stilson	5212009-Split	5/21/2009	\$155.71	Middle/High
Marianne Arancio Stilson	5212009-Split	5/21/2009	\$76.69	Intermediate

**So moved. Seconded: Bob Blazek**

**Discussion:** None

**Vote:**

**Absent:** Stacie Kavle, Vice Chair, William J. Buckley, Jr. and Leo Paul, Ex-Officio

**Abstention:** None

**Objection:** None

**All Ayes**

**Motion passed**

Jeff Zullo tables Newman Architects Invoice #17466 dated 3/24/2009 in the amount of \$3,012.59 until next meeting. Jack Healy, Chair forgot to discuss this invoice with Richard Munday and A. Brooks Fischer forgot to remind him.

Jeff Zullo notes that it was an agreement between Newman and the Committee that any time spent after last November would be billed. Jack Healy, Chair states that the invoice is for COR's that should have been processed during the time of the contract and not after. Mac Bramley and Bob Blazek agree with Jack Healy, Chair that these should have been part of basic services.

**Motion:** Jeff Zullo moved that the following invoice be forwarded to the Chairman for approval subject to his review to make sure that the proper signature and certifications are there.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Newman Architects	17542	5/19/2009	\$887.87	Middle/High
Newman Architects	17542	5/19/2009	\$437.35	Intermediate

**So moved. Seconded: Bob Blazek with discussion**

**Discussion:** Hours for payment applications. Work from April 22<sup>nd</sup> to May 19<sup>th</sup>.

**Vote:**

**Absent:** Stacie Kavle, Vice Chair, William J. Buckley, Jr. and Leo Paul, Ex-Officio

**Abstention:** None

**Objection:** None

**All Ayes**

**Motion passed**

Jack Healy, Chair wants to be sure A. Brooks Fischer is still keeping his time separate for certain issues including Sarnafil and Richards Corporation.

**Motion:** Jeff Zullo moved that the following invoice be forwarded to the Chairman for approval subject to his review to make sure that the proper signature and certifications are there.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Newman Architects	17543	5/19/2009	\$2,534.50	Middle/High

**So moved. Seconded: Bob Blazek with discussion**

**Discussion:** Sarnafil issues for A. Brooks Fischer. Jack Healy, Chair notes that it is costing the Committee money to keep this issue open.

**Vote:**

**Absent: Stacie Kavle, Vice Chair, William J. Buckley, Jr. and Leo Paul, Ex-Officio**

**Abstention: None**

**Objection: None**

**All Ayes**

**Motion passed**

**Motion: Jeff Zullo moved that the following invoice be forwarded to the Chairman for approval subject to his review to make sure that the proper signature and certifications are there.**

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Spectrum Floors	6	6/9/2009	\$7,065.35	Intermediate

**So moved. Seconded: Bob Blazek with discussion**

**Discussion:** Final retainage. Bob Blazek wants to know if there are any issues. George Graikoski states that there are none.

**Vote:**

**Absent: Stacie Kavle, Vice Chair, William J. Buckley, Jr. and Leo Paul, Ex-Officio**

**Abstention: None**

**Objection: None**

**All Ayes**

**Motion passed**

**7. PUBLIC PARTICIPATION**

None

**8. FUTURE AGENDA**

None

**9. ADJOURNMENT**

On a motion made by Mac Bramley and seconded by Lynn Chapman, the meeting was adjourned at 8:43 PM.

Respectfully submitted,

*Marianne Arancio Stilson*

*Marianne Arancio Stilson, Recording Secretary*