

Litchfield Schools Building Committee Meeting Minutes

LOCATION

Litchfield Intermediate School Cafeteria

DATE OF MEETING

October 16, 2008

TIME MEETING STARTED

7:08 PM

PERSON PREPARING THE MINUTES

Marianne Arancio Stilson

MEMBERS PRESENT

- | | |
|---|------------------------------------|
| 1. Jack Healy, Chair | 2. Lynn Chapman |
| 3. Gary Waugh - BOE Representative | 4. Bob Blazek, BOS Representative |
| 5. Jeff Zullo, Treasurer & BOF Representative | 6. Kent Gilyard arrives at 7:25 PM |
| 7. Mac Bramley | 8. Stacie Kavle, Vice Chair |
| 9. William J. Buckley, Jr. | |

MEMBERS ABSENT

1. Leo Paul - Ex-Officio

OTHERS PRESENT

A. Brooks Fischer of Herbert S. Newman, George Graikoski of O&G, Tony Crowe, Winnie Harrison, Wayne Shuhi, Frank Simone and Roberta Healy

QUORUM PRESENT

Yes

1. CALL TO ORDER

Jack Healy, Chair called the meeting to order at 7:08 PM.

Jack Healy, Chair asks for a motion to move Agenda Item #2 to after Agenda Item #8.

Motion: Mac Bramley moved to move Agenda Item #2 to after Agenda Item #8. So moved. Seconded: Robert Blazek

Discussion: None

Vote:

Abstention: None

Absent: Kent Gilyard and Leo Paul, Ex-Officio

All Ayes

Motion passed

2. APPROVAL OF MINUTES

Motion: Mac Bramley moved to add 2A Approval of the Minutes of August 21, 2008 to the agenda. **So moved. Seconded: Bob Blazek**

Discussion: Mac Bramley notes that there was not a quorum at the September 18th meeting of the members present at the August 21st meeting to approve them that evening.

Vote:

Abstention: None

Absent: Kent Gilyard

All Ayes

Motion passed

3. COMMUNICATION

Report from Jeff Zullo on BOF Communication

Jeff Zullo has no report since the BOF did not meet because of the Columbus Day Holiday.

Report from Gary Waugh on BOE Communication

Gary Waugh reported that the BOE has put together a priority list and that the BOE would like to meet with the Building Committee next week if possible to go over their list and make sure that the Building Committee list and the BOE list are compatible. Tony Crowe has a list to go over this evening to discuss later on at the meeting.

Report from Jack Healy on BOS Communication

Jack Healy, Chair did not attend the last BOS meeting so he has nothing to report this evening. He notes that the next BOS meeting is next Tuesday and that he will give them a report next week.

Correspondence

Jack Healy, Chair states that he received a letter from the door supplier, Connecticut Carpentry for the Intermediate School and that they have not been paid by the contractor. He told them that the Building Committee is not holding any invoices. George Graikoski will contact them tomorrow. Jack Healy, Chair wants it followed up on tomorrow. William J. Buckley, Jr. discusses the lien waivers with George Graikoski. William J. Buckley, Jr. wants to be sure that George Graikoski gets the necessary lien waivers from the contractors.

William J. Buckley, Jr., reports that there were a few email exchanges regarding the topsoil issue and the concrete walks. He states that he hasn't seen any progress on the concrete walks. He states that he wrote to Richards to inquire about their intentions and that Richards never responded to his correspondence. He wanted to know if they were going to honor their global agreement on the sidewalks. He states that he also asked them if they thought they had completed all the topsoil consistent with the contract and he reports that they said they did. William J. Buckley, Jr., states that he asked them to send to him the areas that were top soiled because he has seen areas that have not been top soiled.

Jack Healy, Chair states that he met with Richards and Tony Crowe last Thursday to discuss the top soil. He states that they walked certain areas and discussed the areas at the Intermediate School that have not been top soiled. He told Richards to go back and make sure that they have met all the specifications. He states that they also discussed stones in the topsoil. He states that they did find stones. He states that Richards said that they would have someone walk the site and look for stones and remove them. George Graikoski stated that they were at the school yesterday and today. Discussion of stones ensues. William J. Buckley, Jr. states that there is a gradation analysis that has to be met and that he has never seen a gradation analysis submitted in compliance with the specifications and that it says that the topsoil should be six inches deep.

Jack Healy, Chair discusses with George Graikoski the turn around area or bus loop area that has not been brought back to its original state as part of the final landscaping. He states that Richards said that it was not part of the final landscaping. He tells George Graikoski that he needs to know whether it is part of the specifications or not and if it is not, he will need a cost to bring it back to its original state. He asks A. Brooks Fischer to look into this as well. A. Brooks Fischer states that he feels it would have to be replaced to what it was before Richards used the area. He will get back to Jack Healy, Chair.

Kent Gilyard arrives at 7:25 PM

Jack Healy, Chair states that he needs clarification quickly on this topic. William J. Buckley, Jr. wants to know what the drawing has on it. Discussion ensues of the addendums and the Planning and Zoning requirements ensues. Gary Waugh wants to know if Richards did depth checks of the soil. Jack Healy, Chair states that no samples were taken during the meeting last week. George Graikoski states that the addendums were part of Richard's original contract. William J. Buckley, Jr., wants to know if in the non-addendum part of the original contact was there a requirement for the contractor to return the staging area to its original condition once the staging area was no longer being used as a staging area. George Graikoski states that he could not find it. William J. Buckley, Jr., states that it was a pile of soil and underneath the soil there are rocks. He states that they clearly ruined the lawn and are obligated to return that. He states that they made an attempt but that attempt was not good. Lynn Chapman states that past the tennis courts on both sides has not been top soiled and that they are still owed topsoil for the area by the meeting room at the Intermediate School.

Gary Waugh wants to know from Tony Crowe is the containers in the back have been moved so that it can be landscaped. Tony Crowe states that there is nowhere to move the containers and that they need that storage, so they will be staying there for the foreseeable future. Gary Waugh would like to see them moved so that it is not viewed from the classrooms. He states that he is open to suggestions as to where else the containers can go but that this is not at the top of anyone's list. Discussion ensues. Gary Waugh states that if it is not done while the landscaper is still here it will never get done.

Jack Healy, Chair states that he had a conversation with A. Brooks Fischer of Newman and that Newman and DTC have not signed off on the landscaping up to this point so retainage would not be released. George Graikoski states that he spoke to Jeff and they will fill in the areas around the Intermediate School and that he will talk to him about the area along the sidewalk and the tennis courts and Constitution Way and they will the same thing that they did at the High School. They will topsoil and hydro seeds the areas. William J. Buckley, Jr., states that that contradicts the email that he got from them. He is confused because he said that he met the requirements of the contract and now he has to come back and do the work that has not been done. He is wondering if he read an email about having a third party inspector come in and look at the work and now will do the work. Discussion ensues. Jack Healy, Chair states that Richards did not know that the same condition as the High School had occurred at the Intermediate School and that they will come back and fix the work not done. Tony Crowe states that they said they will stand by their work and see it through to the end.

Jeff Zullo wants to know why the School's Business Manager is not at the meetings any more and wants that person to be here. Jack Healy, Chair states that Peg Perusse will be coming back to the meetings to represent the school and that she has volunteered to come to the meetings.

4. ARCHITECT/CONSTRUCTION MANAGER UPDATES

Budget (O&G)

George Graikoski of O&G hands out to the members of the Committee the following reports: Construction Manager's Monthly Cost Control Report for the High School and the Intermediate School; Change Orders by Trade Contractor for the High School and the Intermediate School,

Herbert S. Newman & Partners/O&G Industries Inc. Final Punch List for the High School and the Intermediate School.

George Graikoski states that he closed the COR's at the High School and the Intermediate School. He states that extra money for painting the stairwells was picked up. He states that the contingency at the Intermediate School is \$441,402.00 and that the High School is (-59,750.00). He states that those numbers are from the reimburseables from last money. He states that he still needs to sit down with Jack Healy, Chair to get the COR's signed so he can transfer them from the pending column to the approved column. Jack Healy, Chair will meet with George Graikoski in Bristol to get them done next week. After discussion of the report, it is decided that it is not accurate because the FF&E's from last month's meeting were not included into the report, the Motion to pay Richards \$16,000.00 for the global settlement and the credit for top soil were also not included in the report. Jack Healy, Chair would like the report redone and emailed to him next week. Jack Healy, Chair wants everything zeroed out and the report emailed to him with a copy to A. Brooks Fischer and Tony Crowe. Mac Bramley can't tell where the project is by this report and until they are zeroed he does not know where the project is at this time. He wants the pending items either closed or brought to the Committee for action. He wants them off the list as open items and resolved. Jack Healy, Chair states that as of next week all the COR's will be closed on the report.

Lynn Chapman wants to know what the status is of the mobilization/demobilization credit with Titan. George Graikoski will look into it.

Jack Healy, Chair will meet with George Graikoski next week to sign the COR's and have the report redone after that zeroing out everything that was signed off on and emailed to him so he can email it to all the Committee members. He would like a copy sent to A. Brooks Fischer and Tony Crowe.

A. Brooks Fischer states that there is an open issue with a large projection screen in the Intermediate School Auditorium and that the cost will be \$2,900. He states that that will be a decision the Committee will have to make. Jack Healy, Chair would like Tony Crowe to review this before it comes before the Committee. He states that there is also about \$7,000 to \$9,000 total that needs to be signed off on for Technology. George Graikoski states that he changed the soft costs after it comes out of the School's Business Office and that it is not in the budget. Jack Healy, Chair believes these are the ones that returned because they were poorly documented.

Mac Bramley notes that after the November meeting, every time Newman and O&G come to a meeting the Building Committee will have to pay for them since the contract will be expired. He states that all these items should have been done months ago and have never gotten done. Jeff Zullo notes that the punch list has been discussed since February and that they need to speak to both companies to find out why it has taken so long. George Graikoski from O&G states that he will be coming back to the meetings until the project is done and not be charging the Committee as long as it is for work that is contract work. Mac Bramley states that the Committee should not be quick to say that they will take certain things up at the next meeting because the Committee is running out of time. Jack Healy, Chair states that he may call a special meeting in two weeks to address some of these issues.

Punch List items are discussed. George Graikoski states that Spectrum Services is still open but that they are working on it. Titan Mechanical and GarSan are the same. He states that he hasn't had a chance to come out to the site to verify that everything that they said is completed has been done. Discussion that O&G's is delaying Newman because they are too busy to come out and monitor the project is unacceptable to the Building Committee. Jack Healy, Chair will call O&G tomorrow to discuss having George Graikoski or someone else back at the school site to get this work done. Some of the punch list work has been open since February. The Building Committee does not want to have to pay Newman to come to meetings after November because O&G is delaying the process. Lynn Chapman states that because O&G is busy, they are delaying their contract with Newman and unless O&G wants to pay Newman for their time after

November, they need to remedy this issue immediately. She states that it is not the Building Committee's fault that O&G is busy and removed George Graikoski from the project.

Robert Blazek brings to George Graikoski's attention that along the outside of the gym on the south wall there is residue about every two feet that is coming out from beneath the roof. Discussion ensues. George Graikoski and A. Brooks Fischer will look into this.

Gary Waugh inquires about the science wing fire dampers. George Graikoski states that they have the dampers and that they will have to be installed over the winter break. Jack Healy, Chair states that Newman will not sign off on the project until the work is done and the work will not be done until February. He is upset that this was not done already. William J. Buckley, Jr. states that the Committee has made the point that these items needed to get done before the contract expired and that it did not get done and that no one is listening. Discussion of O&G's absence from the project since August ensues. Jack Healy, Chair will call Mike Brennan tomorrow to get this resolved. Someone needs to be back on the project so that things move more quickly. William J. Buckley, Jr. states that George Graikoski does not even have time to update the reports for the Committee. He remembers that Louis Rosenblatt was reassigned by O&G and notes that now George Graikoski has been reassigned. He states that the Committee is wasting time discussing this issue with George Graikoski and that it should be discussed with his boss. Jeff Zullo wants George to bring back the message that the Committee is not satisfied with the level of effort that O&G is bringing to the completion of the project and because of this lack of effort and delay the Committee is in jeopardy of having to spend additional resources to extend the architect's contract. He states that he appreciates that O&G will not be charging but the Committee is in jeopardy of extending contracts with Newman.

Tony Crowe hands out to the members of the Committee two reports: H.S. Construction Issues, September 2008 and 10/16/08 List. He states that some items may be punch list items and some items are wish list and some are items that need to be readdressed. He goes over each item on the two page list with the members of the Committee. Each item is discussed in detail. Items that are not working because of a design issue are discussed. A. Brooks Fischer has not responded to those issues at this time. Jack Healy, Chair wants George Graikoski and A. Brooks Fischer to go through the list to determine which items are not part of the project. The Committee wants to know the cost to correct the items not in the contract, William J. Buckley, Jr., states that they don't get anything they ask for at the meetings done and that the Committee comes back month after month and discusses the same issues. A. Brooks Fischer will have his response to the list next week. There is discussion that some of these items have been discussed for over six months and that something needs to be done because this is a waste of time to go over these items over and over again without resolution. Tony Crowe states that this is a list that is important to the school and to the BOE. Jack Healy, Chair states that these items will be discussed at the special meeting in two weeks because some of these items need to be looked into by Newman.

Motion: Robert Blazek moved to call a Special Meeting for Thursday, November 6, 2008 at 7:00 PM at the Intermediate School Cafeteria.

So moved: Seconded: Lynn Chapman

Discussion: Jack Healy, Chair states that one part of list is items that are part of the contract and need to be done and the other is extra cost items not in the contract, whether the Committee will spend the money on that item and if so, to budget the money to do the work. Jack Healy, Chair states that right now the project needs to be finished as designed and that the punch list and COR's need to be closed. Tony Crowe will look into whether the Cafeteria is available and if it is not, then the meeting will be at the High School.

Absent: Leo Paul, Ex-Officio

Abstention: None

Objection:

Ayes: William J. Buckley, Jr., Jeff Zullo, Bob Blazek, Lynn Chapman, Gary Waugh, Kent Gilyard, Mac Bramley and Stacie Kavle, Vice Chair

Motion passed

Schedule Update (O&G)

George Graikoski states that the painting is not done and will have to be done during the break. Discussion ensues. The ventilator valve issue is discussed. A. Brooks Fischer states that CES states that because the temperature control system has not been installed, they cannot verify that the valves are working properly. He states that this work needs to be finished before any valves are changed. George Graikoski will call them tomorrow. He states that they work for Titan Mechanical. Tony Crowe states that they used to be one company and the two companies have split so that is part of the problem. The Committee wants a resolution to this issue quickly. Jack Healy, Chair states that the Committee has a contract with Titan and that they need to make good on this issue and get out to the school and do the work. George Graikoski states that this is all new to him and that this was not a control issue then. He will call Titan and have them come out. He does believe that the command is being given but that the valve is not responding. He states that he has not gotten a copy of any memo that A. Brooks Fischer has. Tony Crowe believes that what was installed is what is specified but that it is wrong. Mac Bramley wants to know if the existing valves can perform as intended and if not then they need to get changed. Tony Crowe states that the BOE replaced three valves with a valve they would like to have all of them replaced with but that they have not been put to the test because the weather has not been cold enough yet so the heat has not been on. Discussion ensues. Jack Healy, Chair states that there is still retainage on this issue.

William J. Buckley, Jr., states that the Committee needs to hire an outside firm to evaluate Richard's work and also to hire someone with multi disciplines to generate a report for the Committee with regard to defects, deviations, omissions, incomplete work and punch list work. He would like them to identify inconsistencies and deviations from the contract documents and ask them to put a dollar value on each one of the lists and to determine for the Committee deviations. This would not include any wish list items. He feels that two separate firms should be hired to evaluate the outside and inside work. He uses the example of the top soil and the lack of retesting of the top soil that was put down. He feels that the Committee also needs to hire a litigation consulting firm to come in and brief the Committee at the next meeting in Executive Session to discuss remedies to these situations. He states that he will not come to the meetings and sit here and come back month after month and talk about the same issues every month with no resolutions. He states that he is done. He states that he does not get responses to his emails. He feels that the Committee needs a solution because nothing gets done. He feels that this will bring the issues to closure with better results. He has a few firms that are interested. Robert Blazek wants to know what the cost will be and feels that George Graikoski and A. Brooks Fischer are acting in good faith. William J. Buckley, Jr. would like to hire a firm for a certain dollar value to report back. He feels that the companies should come in and talk to the Building Committee in Executive Session at the next meeting. Jeff Zullo feels that the Committee needs to get the firms in to look into the issue and bring the Committee an independent opinion on the project.

Motion: William J. Buckley, Jr., moves to rescind the global settlement that was made with Richards that was passed at the September 18, 2008 meeting.

So moved: Seconded: Stacie Kavle, Vice Chair

Discussion: Jeff Zullo wants to know where that settlement stands today. William J. Buckley, Jr. states that he did not get a response from his email asking Richards if they intended to honor the global settlement on the concrete and when he could expect the work to start. He also did not get a response from O&G. Discussion ensues with George Graikoski about honoring the agreement. George Graikoski understood that the meeting last week was to go over the settlement work. Jack Healy, Chair states that they did not discuss the concrete at the meeting last week. William J. Buckley, Jr. states that in the email, he pointed out his intentions about making a motion to rescind the global agreement at the meeting if the work isn't done and the agreement is not honored in writing by tonight's meeting. He states that it was clear to Richards what his intent was. He states that the email was sent at least three weeks ago in hopes of resolving this issue. Lengthy discussion of the Committee's individual views on this motion ensues. The Committee is confused why Richards would do the topsoil work and backfill against

sidewalks that they will have to replace if they were going to honor the concrete work. William J. Buckley, Jr., states that he feels there is a total disregard for the contract documents. He is concerned that the Committee does not know the source of the topsoil that was put down, if it is clean or if it is environmentally safe without the proper testing reports per the specifications that the Committee does not have. He is also concerned about whether the seeding was done because the ending date to seed was yesterday. George Graikoski states that if Richards continues what they are doing and posts a \$50,000.00 bond, then they will honor the concrete on the sidewalks but if the intention of the Committee is to not do that and take a deduction of \$55,000.00 for the topsoil, then he believes based on his phone conversations with Richards that he would be surprised if they will come back to do the sidewalks. He feels that everything should be put in writing so he can bring back the Committee's decision to Richards. Jack Healy, Chair states that all the Committee is asking them to do is to stand by and meet the specifications. DTC and Newman have not even approved their work so he is confused how Richards could say they will not come back and do the work. He states that no retainage will be released until the Architect signs off on the work. George Graikoski states that Richard's global agreement on the topsoil is to do the work and post a \$50,000.00 bond. Jeff Zullo wants to know why we don't have that in writing.

Absent: Leo Paul, Ex-Officio

Abstention: Mac Bramley

Objection: Robert Blazek

Ayes: William J. Buckley, Jr., Jeff Zullo, Lynn Chapman, Gary Waugh, Kent Gilyard, Mac Bramley and Stacie Kavle, Vice Chair

Motion passed

Motion: William J. Buckley, Jr., moved to hire an outside consulting firm of Tetonics to perform a QA/QC after-the-fact evaluation of the plans and specifications for the contracts that Richards had with the Town of Litchfield, all inclusive in an amount not to exceed \$16,042.00.

So moved: Seconded: Mac Bramley

Discussion: Mac Bramley wants to know if this is only for Richards. William J. Buckley, Jr., states that, regarding Richards, every bit of the contract, addendums and amendments will be looked at and evaluated including the work and sampling and if they can not do it for that amount, then they will need to come back to the Committee. He states that this will be done on an hourly rate and some sampling will be done. He asks Jack Healy, Chair to have Newman and O&G provide them with all the contracts, test results and everything else they have relative to their contract so the Committee does not have to pay for Tetonics to chase the documents. William J. Buckley, Jr., states that for an example, he knows that the labeled plants did not match the landscaping plan. He also would like to know if the trees were to be staked. Jeff Zullo would like this contractor to come to the next special meeting. He states that he will bring the contract to Jack Healy, Chair for his signature.

Absent: Leo Paul, Ex-Officio

Abstention: None

Objection: Robert Blazek

Ayes: William J. Buckley, Jr., Jeff Zullo, Lynn Chapman, Gary Waugh, Kent Gilyard, Mac Bramley and Stacie Kavle, Vice Chair

Motion passed

Motion: William J. Buckley, Jr., moved to hire an inside consulting firm to perform a QA/QC after the fact review of the contracts and to generate a report for the Committee that would show any defects in the workmanship, any deviations from the contract documents, any omissions from the contract documents, any incomplete items and any punch list items along with a dollar value for the two projects (High School/Middle School and the Intermediate School).

So moved: Seconded: Kent Gilyard

Discussion: William J. Buckley, Jr., states that he does not have a firm in mind for that job. Robert Blazek wants to know what that will cost. William J. Buckley, Jr. states that he does not know. Jeff Zullo notes that this motion will also include getting all the necessary documents together for that firm. William J. Buckley, Jr. would like this put on the agenda for the next meeting for executive session to discuss any contracts at that time. Jack Healy, Chair will check to be sure that this is done correctly. William J. Buckley, Jr. states that you are hiring a third party, after the fact reviewer. Stacie Kavle, Vice Chair is concerned about spending this money. William J. Buckley, Jr., states that the Committee still has retainage. Discussion ensues.

Absent: Leo Paul, Ex-Officio

Abstention: None

Objection: Robert Blazek

Ayes: William J. Buckley, Jr., Jeff Zullo, Lynn Chapman, Gary Waugh, Kent Gilyard, Mac Bramley and Stacie Kavle, Vice Chair

Motion passed

Motion: William J. Buckley, Jr., moved to hire a consulting litigation firm for a consultation.

So moved: Seconded: Kent Gilyard

Discussion: William J. Buckley, Jr., will check with the firm he has in mind to see if they have any conflicts and have them come to the next meeting for executive session. Jack Healy, Chair feels that it is needed in order to bring this project to a conclusion. He wants to know what the Committee can do to bring this to an end and that the tax payers and the Committee get what is in the contracts. William J. Buckley, Jr., states that if the reports come back with any issues, he would like the dollar values to bring it to contract. Jeff Zullo states that all the issue have been discussed for at least a year or two and that the minutes reflect that so the litigation firm should know that the Committee has been on public record on the issues. Kent Gilyard states that for two years the Committee has been getting nowhere.

Absent: Leo Paul, Ex-Officio

Abstention: None

Objection: Robert Blazek and Stacie Kavle, Vice Chair

Ayes: William J. Buckley, Jr., Jeff Zullo, Lynn Chapman, Gary Waugh, Kent Gilyard, Mac Bramley

Motion passed

William J. Buckley, Jr. would like George Graikoski to get a response to the Committee from the Masonry Block Institute Representative as to whether they will come out and look at the block work at the Cafeteria. He states that it is too uniform in terms of its failure above the weep holes. George Graikoski states that he has been getting the entire data gathering and shows and discusses the report that he has prepared. He states that the next step will be for them to come out and give the Committee a recommendation.

Jack Healy, Chair asks for a motion to extend the meeting past the curfew.

Motion: Lynn Chapman moved to extend the meeting past the 10 o'clock deadline.

So moved: Seconded: Stacie Kavle, Vice Chair

Discussion: Jeff Zullo would like a time limit put on the meeting. It is decided by the Committee that that the meeting will continue until 10:20 PM. Robert Blazek would like to deal with the rest of the meeting at the special meeting in two weeks.

Vote:

Absent: Leo Paul – Ex-Officio

Abstention: None

Objection: Bob Blazek, Jeff Zullo and William J. Buckley, Jr.

Ayes: Lynn Chapman, Stacie Kavle, Vice Chair, Gary Waugh, Mac Bramley and Kent Gilyard

Motion passed.

William J. Buckley, Jr. leaves at 10:02 PM

Motion: Lynn Chapman moved to extend the meeting past the 10 o'clock deadline.

So moved: Seconded: Stacie Kavle, Vice Chair

Discussion: Kent Gilyard would like a time limit put on the meeting. It is decided by the Committee that that the meeting will continue until 10:20 PM.

Vote:

Absent: Leo Paul – Ex-Officio

Abstention: None

Objection: Bob Blazek and William J. Buckley, Jr.

Ayes: Jeff Zullo, Lynn Chapman, Stacie Kavle, Vice Chair, Gary Waugh, Mac Bramley and Kent Gilyard

Motion passed.

Alternate Options List Review (Lynn Chapman)

Lynn Chapman discusses doing landscaping in the courtyard. Jeff Zullo commends her for taking on this task and supports this expenditure. Tony Crowe states that whatever is done needs to be maintenance free because there is no budget to maintain the area. Mac Bramley will not vote for any tree or bush plantings in a courtyard after what happened at the Intermediate School with maintenance of the roof. He also feels that the school and the BOE just gave the Committee a list of items that they need and the Committee has no idea what those items will cost if the items that they asked for are not in the contract. Discussion ensues.

Motion: Robert Blazek moved to approve \$15,000.00 for landscaping the courtyard and to hire Brooks Landscaping of Bethlehem to do the work.

So moved: Seconded: Kent Gilyard

Discussion: Gary Waugh wants to be sure that this is not seen as a remedy for ventilation issues because he does not feel that this is realistic. Jack Healy, Chair wants to be sure that this work does not interfere with the work that Richards is now doing. Tony Crowe does not want this motion to affect the FF&E requests and the list that he presented this evening is the priorities.

Absent: William J. Buckley, Jr. and Leo Paul – Ex-Officio

Abstention: None

Objection: Mac Bramley

Ayes: Jeff Zullo, Lynn Chapman, Kent Gilyard, Robert Blazek, Gary Waugh, Kent Gilyard and Stacie Kavle, Vice Chair

Motion passed

Jeff Zullo hands out a list of options that will be discussed at the special meeting in November.

5. FINANCE COMMITTEE – Take actions as needed

Approval of Invoices

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

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
Connecticut Acoustics	18	6/30/2008	\$33,495.44	Middle/High

So moved. Seconded: Bob Blazek

Discussion: Retainage

Vote:

Absent: 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 signatures and certifications are there and contingent on O&G and HSN's approval.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Connecticut Acoustics	19	10/31/2008	\$4,811.42	Middle/High

So moved. Seconded: Bob Blazek

Discussion: Change Order Request pending O&G and HSN's approvals.

Vote:

Absent: 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 certifications are there.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Incor	4012135	3/17/2008	\$26,306.58	Middle/High

So moved. Seconded: Bob Blazek

Discussion: Retainage

Vote:

Absent: 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 certifications are there.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
M. Frank Higgins	17	8/31/2008	\$19,093.83	Middle/High

So moved. Seconded: Bob Blazek

Discussion: *Retainage for Flooring*

Vote:

Absent: 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.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Guion, Stevens & Rybak	R-1200-133	9/30/2008	\$291.45 Split	Middle/High
Guion, Stevens & Rybak	R-1200-133	9/30/2008	\$143.55 Split	Intermediate

So moved. Seconded: Bob Blazek

Discussion: *The invoice dates back to July.*

Vote:

Absent: William J. Buckley, Jr. and Leo Paul – Ex-Officio

Abstention: Mac Bramley

Objection: None

Ayes: Gary Waugh, Robert Blazek, Stacie Kavle, Vice Chair, Lynn Chapman and Kent Gilyard

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 and contingent on O&G and HSN's approvals.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Connecticut Acoustics	16	3/31/2008	\$33,571.84	Intermediate

So moved. Seconded: Bob Blazek

Discussion: *Retainage pending O&G and HSN's approvals.*

Vote:

Absent: 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
Connecticut Masonry	8	9/30/2008	\$16,338.30	Intermediate

So moved. Seconded: Bob Blazek

Discussion: *Retainage*

Vote:

Absent: 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 certifications are there.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Titan Roofing	14	7/15/2008	\$19,920.86	Intermediate

So moved. Seconded: Bob Blazek

Discussion: *Retainage*

Vote:

Absent: 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 certifications are there.

VENDOR	APP/INV#	INV. DATE	AMOUNT	SCHOOL
Titan Roofing	15	9/5/2008	\$31,160.99	Intermediate

So moved. Seconded: Bob Blazek

Discussion: *Retainage*

Vote:

Absent: William J. Buckley, Jr. and Leo Paul – Ex-Officio

Abstention: None

Objection: None

All Ayes

Motion passed

6. TECHNOLOGY UPDATE – TAKE ACTIONS AS NEEDED

None discussed.

7. FF&E UPDATE – TAKE ACTIONS AS NEEDED

To be heard at the Special Meeting in November. He gave the members of the Committee a handout in the green with the remaining FF&E request. He states that the list is the remaining

items that total \$79,624.00. He states it is the last FF&E request and will bring the total of FF&E to \$355,817.00.

8. PUBLIC PARTICIPATION

None heard.

2. APPROVAL OF MINUTES, September 18, 2008

To be heard at the Special Meeting in November

2A. APPROVAL OF MINUTES, August 21, 2008

To be heard at the Special Meeting in November

9. FUTURE AGENDA

Jack Healy, Chair states that if there is an issue of the valves that he will recuse himself from the valve issue because he works for the company that specified the valves as per the note that A. Brooks Fischer sent.

10. ADJOURNMENT

Jack Healy, Chair asks for a motion to adjourn. Robert Blazek moved to adjourn. The motion was seconded by Lynn Chapman at 10:20 PM and carried unanimously by the members of the Committee.

Respectfully submitted,

Marianne Arancio Stilson

Marianne Arancio Stilson
Recording Secretary