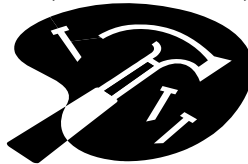


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MINUTES **FOR THE** **REGULAR MEETING** **FRIDAY, November 20, 2009**



SCHOOL BUILDING AND MAINTENANCE COMMITTEE

Time: 9:00 a.m.

Location: Central Office Conference Room

Margaret Mary Curtin, Co-Chairperson

Wade Hyslop, Co-Chairperson

<u>SBMC MEMBERSHIP</u> <u>ORDINANCE NUMBER – 09-15-08-6</u>	<u>VOTING</u> <u>COMMITTEE</u> <u>MEMBERS</u> <u>NAMES</u>	<u>ATTENDANCE</u> <u>STATUS</u>
City Councilor, Public Works Committee Chairperson	Wade Hyslop	PRESENT
City Councilor, Education, Parks and Recreation Committee Chairperson	Margaret Mary Curtin	PRESENT
City Councilor, Public Safety and Program Review Chairperson	Michael Buscetto	ABSENT <i>Mr. Goodrich acted as Proxy</i>
President of the Board of Education	Alvin Kinsall	ABSENT <i>Mr. Pearce acted as Proxy</i>
Director of Public Works	Robert Myers	PRESENT <i>Arrived at 9:08 a.m.</i>
City Fire Marshal	Calvin Darrow	ABSENT <i>Ms. Yuknat acted as Proxy</i>
City Building Official	Jack Cipriano	PRESENT
New London Citizen (<i>from the populous appointed by the Council for a four (4) year term</i>)	Martha Bauduccio	PRESENT
New London Citizen with “green building” knowledge (<i>from the populous appointed by the Council for a four (4) year term</i>)	Kenric Hanson	PRESENT
Director of Finance	James Lathrop	PRESENT <i>Arrived at 9:10 a.m.</i>
Superintendent of Schools	Nicholas Fischer	ABSENT

<u>VISITORS/NON-VOTING ATTENDANTS AT THE MEETING</u>	<u>VISITORS/NON-VOTING STATUS</u>
<u>Mr. Louis Allen</u> Director of the Science and Technology Magnet School	PRESENT
<u>Mr. Thomas Baude</u> Public Works – Division Building Maintenance Manager	PRESENT
<u>Mr. Martin Berliner</u> City Manager	PRESENT
<u>Mr. Keith Chapman</u> Advisor to the City Manager	ABSENT
<u>CAPITOL REGION EDUCATION COUNCIL (CREC) REPRESENTATIVES</u> <u>Mr. James Giuliano</u> – Project Manager <u>Mr. Roger La Fleur</u> – Director of School Construction	PRESENT
<u>FUSCO REPRESENTATIVES</u> Fusco Corporation / Richard Steiner	PRESENT <i>Departed at 9:30 a.m.</i>
<u>Mr. Donald Goodrich</u> Special Assistant to the City Manager	PRESENT <i>Acted as Proxy for Mr. Buscetto</i>
<u>Ms. Doreen Marvin</u> LEARN – Director of Development	PRESENT
<u>Mr. Timothy Macduff</u> Facilities Manager	PRESENT
<u>Mr. James Pearce</u> Board of Education Member	PRESENT <i>Acted as Proxy for Mr. Kinsall</i>
<u>SKANSKA ASSOCIATES / REPRESENTATIVES</u>	ABSENT
<u>Mr. Mike Sorano and/or FRIAR ASSOCIATES</u> Friar Associates	ABSENT
<u>TAO SOO KIM PARTNERS, LLC</u> Mr. Ryszard Szczypek / Christine O’Hare	PRESENT <i>Mr. Szczypek arrived at 9:15 a.m.</i>
<u>Mr. Timothy Wheeler</u> Technology Supervisor	PRESENT
<u>Ms. Bridget Yuknat</u> Fire Inspector – Fire Department Alternate	PRESENT <i>Acted as Proxy for Mr. Darrow</i>

1. CALL TO ORDER

Councilor Curtin welcomed everyone and called the meeting to order at 9:00 a.m. A quorum was present and noted for the record.



Councilor Curtin reported Capitol Region Education Council (CREC) was awarded **CLERK OF THE WORKS** for Phase V – Science & Technology Magnet School and for the Nathan Hale and Winthrop Magnet Projects. A warm welcome was extended to Mr. James Giuliano – Project Manager and Mr. Roger LaFleur – Director of School Construction.

2. APPROVAL OF THE MINUTES - CAM:

- Approval of the minutes from the Regular Meeting of October 23, 2009.
- Approval of the minutes from the Emergency/Executive Meeting of October 30, 2009.

Motion: To approve the minutes from the Regular Meeting of October 23, 2009 and from the Emergency/Executive Meeting of October 30, 2009.

Motion by: Mrs. Bauduccio

Seconded by: Councilor Curtin

VOICE VOTE: The vote was unanimous. Motion Carried. (7In Favor – 0 Opposed)

3. COMMENTS FROM CITIZENS / PRESENTATIONS

Mrs. Martha Bauduccio addressed the committee with a *Point of Personal Privilege* and issued the following statement:

Peg, I want to thank you for your many years of dedication, care, and concern for our city of New London as a City Councilor and Mayor. You served with honor and always had our best interests in the forefront.

Thank you also for your dedication to the school district particularly as a member and co-chair of the School Building and Maintenance Committee and your work on the Sports Complex Committee, which will ultimately improve sports and recreational facilities. Dr. Bauduccio (Tony) and I made constant visits to school programs for twelve (12) years and quite often saw you in attendance as well. Tony enjoyed working with you and would usually say, “Peg ran a good meeting today.”

To Mr. Jim Pearce: Thank you for your dedication as a member of the Board of Education. You have a deep interest in the welfare of our students and provided valuable input on Board concerns as been a visible presence at school programs, which I know was much appreciated.

Councilor Curtin thanked Mrs. Bauduccio for her kind words and stated she still plans on being active and involved in many committees and community projects.

4. ACTION ITEMS / INVOICE APPROVALS – RECEIPT OF CREDITS

Motion: To approve Agenda Items 4.A., 4.B., and 4.C. on **CONSENT AGENDA VOTE**.

Motion by: Mrs. Bauduccio

Seconded by: Mr. Goodrich

VOICE VOTE: The vote was unanimous. Motion Carried. (7In Favor – 0 Opposed)

A. CAM: Ratification of Invoice
Modular Space Corporation
Winthrop School
Invoice #: 105188432 – PO 290959
For monthly rental fee
\$39,000.00

Approved on Consent Agenda Vote.

B. CAM: Approval of Invoice
Conway and Londregan
Nathan Hale / Winthrop Projects
Invoice # 38572
For Professional Services – RE: FUSCO Reviews – 10/1/09 – 10/28/09
\$885.00

Approved on Consent Agenda Vote.

C. CAM: Approval of Invoice
Friar Associates, Inc.
Science and Technology Magnet School – Phase 5
Project ID: 3800400 Invoice #: 380040007
For Professional Services related to the schematic design.
\$740.00

Approved on Consent Agenda Vote.

D. CAM: Approval of Invoice **ADDED TO THE AGENDA**
DELL
Science and Technology Magnet School – Phase 5
Invoice Number: XDCT6R646 Purchase Order: 100510
For computer materials and services
\$47,325.00

Motion: To add Agenda Item and pull Agenda Item 4.D. for Mr. Wheeler to review.

Motion by: Councilor Curtin

Seconded by: Mr. Goodrich

VOICE VOTE: The vote was unanimous. Motion Carried. (7In Favor – 0 Opposed)

Mr. Wheeler gave a brief synopsis of the invoice, noting it is for Dell materials and goods for Phase V of the Science and Technology Magnet project.

Motion: To approve Agenda Item 4.D.

Motion by: Councilor Curtin

Seconded by: Mayor Hyslop

VOICE VOTE: The vote was unanimous. Motion Carried. (7In Favor – 0 Opposed)

**NEW BUSINESS / DISCUSSION/ RECEIVE FOR THE RECORD / REPORTS –
INFORMATION**

RECEIVE FOR THE RECORD

- 5. A. WORK ORDERS – NLPS: YEAR TO DATE / UPDATES**
➤ **WORK ORDER REPORT – RECEIVE FOR THE RECORD**
Mr. Tim Macduff
FOR DISCUSSION PURPOSES
(Constant agenda item- see attached monthly OPERATIONS REPORT)

A WORK ORDER REPORT (*exhibit*) was not submitted for this Agenda Package by the deadline.

Mr. Macduff stated he emailed the WORK ORDER REPORT to everyone last night (11/19/09) and walked-in hard the copies of the report. Councilor Curtin inquired why this was not completed in time for the agenda package. Mr. Macduff said he wanted the report to be “fresh.” Councilor Curtin stated she did not check her email last night and said when the committee receives this kind of a detailed report the night before the meeting or is given a walk-in version at the meeting; it is extremely difficult to review it on the spot. We request all information and/or exhibits a week in advance so there is ample time for everyone to review the contents. This committee is aware of the fact that this is a living document and there may be a short lag time of about a week in the reporting/updates.

Mr. Macduff also noted some errors exist on the walk-in report on Page 4, which he will update and correct with regards to Work Order #1669 and #1441.

Mr. Berliner reported there are two major issues we are currently working on. The biggest job is the boilers at BDJMS. Money has been set aside for a number of years and it is Mr. Berliners understanding the one boiler requires immediate attention and repair and the other boiler is on its way to requiring extensive repairs. We do not want to have a major emergency if both boilers shut down and run the chance of not having any heat in the school. The other issue at BDJMS is the gym roof. We need to address the boiler issue and the gym roof soon.

Mr. Allen reported he has twenty four (24) exterior lights out and thirteen (13) interior lights out. Mr. Allen has sent work order requests with no avail and inquired as what he needs to do to get these fixed and said if he is doing something wrong in the process; please let him know and he will correct whatever it is. Mr. Allen said this is ridiculous and he said he was very embarrassed. We have children in the dark and there are safety issues related to the large number of lights being out.

Mr. Macduff said he will take care of the light problem within the next three days.

Mr. Pearce strongly recommended that Mr. Kinsall's suggestion of the last two meetings be incorporated and that the WORK ORDER REPORT be transferred to a Google spreadsheet/electronic version, so it can be updated daily/weekly and shared "all the way around" with all pertinent parties from the BOE and City. Mr. Pearce agrees with Mr. Kinsall and believes by doing this; access, comments and updates could occur easier. Councilor Curtin will speak with Dr. Fischer regarding the WORK ORDER REPORT in general. She also agreed we should peruse the possibilities of moving forward with Mr. Kinsall's original suggestion from a few meetings ago. We need to work together and if communication is the issue; we need to find ways to improve the communication to accomplish the numerous tasks that need to be completed.

Motion: To receive the walk-in version of the WORK ORDER REPORT for the record.

Motion by: Councilor Curtin

Seconded by: Mr. Goodrich

VOICE VOTE: The vote was unanimous. Motion Carried. (7 In Favor – 0 Opposed)

5.B. PROJECT UPDATES (Constant agenda item)
Building Project Updates

5. B.1 - JENNINGS SCHOOL

➤ **Project Updates and Information**

Mr. Goodrich revisited our discussion regarding the need to have an additional second camera in the back of BDJMS to cover the blind side of Jennings School. A "motion" would be necessary to proceed with this the purchase of a second camera.

Motion: To approve the purchase of a second camera for the back of BDJMS for the purpose of covering the blind side of Jennings School.

Motion by: Mayor Hyslop

Seconded by: Councilor Curtin

VOICE VOTE: The vote was unanimous. Motion Carried. (7 In Favor – 0 Opposed)

Mr. Goodrich reported the signs should be coming in next month.

5.B.2 – SCIENCE AND TECHNOLOGY MAGNET SCHOOL

➤ Project Updates Information

Mr. Allen reported he spoke to Mr. Sorano and inquired as to where we are with the proposed systems for Phase V. Mr. Allen requested projected costs and the exact cost savings of these systems. He also requested a brochure and list of who to call to fix these sophisticated solar panels and windmill systems.

For the record, Mr. Cipriano wanted to make it very clear to the committee that we definitely need a certified/qualified staff member to maintain these systems. Many valves and probes are involved in these sophisticated systems which would require expertise and knowledge in the daily maintenance.

Mr. Allen also reported he received from Dominion a \$10,000.00 grant to purchase the land (*about ¾ acres*) adjacent to New London High School. Plans for an Arboretum are underway. This will be a joint effort with staff, Connecticut College and Dominion. We can make our furniture and there are plans to have a natural outdoor Ampa-Theatre. This will not interfere with our Sports Complex plans and will actually act as an enhancement.

5. B.3 – NATHAN HALE AND WINTHROP MAGNET SCHOOLS

○ Mr. Szczypek and/or Ms. O'Hare

➤ Project Updates and Information / Outstanding Architectural Items

Mr. Steiner addressed the committee with updates on the status of the bids for the Nathan Hale and Winthrop School projects. The bid documents were available on Thursday, November 12, 2009. There was a tremendous amount of bidders; at the morning meeting, seventeen (17) trades contractors attended the site work. At the afternoon meeting there were sixty five (65) trade contractors. We are very please with the number of bidders. Mr. Steiner noted he is monitoring the bidders to make sure we have more than adequate coverage on all of the various bid packages. As part of the mid-process we are also soliciting testing and inspection bids. The date of December 17, 2009, at 2:00 p.m. at City Hall/Council Chambers, for all bid submissions was reported.

Councilor Curtin inquired as to whether minority contractors have bids in. Mr. Steiner believed there were some minority bidders. There was not a set-aside for minority bidders; but Mr. Steiner has encouraged minority participation.

5.C. RECEIVE FOR THE RECORD

- RE: Transfer Request – Science and Technology Magnet School / Mr. Lathrop – 10/21/09**

Motion: To receive the Transfer Request – Science and Technology Magnet School / Mr. Lathrop – 10/21/09, for the record.

Motion by: Councilor Curtin

Seconded by: Mr. Goodrich

VOICE VOTE: The vote was unanimous. Motion Carried. (7 In Favor – 0 Opposed)

5.D. OTHER INFORMATION

At its meeting of November 16, 2009, the New London City Council approved going out to bid for high school auditorium seats with specifications provided by the School Building and Maintenance Committee, Mr. Macduff, and the Public Works Department.

Councilor Curtin said it has been a pleasure working with everyone on the SBMC; and said she is not going anywhere, she will be around. She wishes everyone good luck and is continuing her plans to be involved with the building projects; as well as other committees and projects.

5.E. NEW MEETING DATE

The next regular monthly SBMC meeting will be on FRIDAY, DECEMBER 18, 2009.

The deadline for the submission of agenda items and/or exhibits and invoices, will be – * WEDNESDAY – DECEMBER 9, 2009, by NOON.

Please mark your calendars accordingly.

5. F ADJOURNMENT

Motion: To adjourn the meeting at 9:50 a.m.

Motion by: Mayor Hyslop

Seconded by: Mr. Goodrich

VOICE VOTE: The vote was unanimous. Motion Carried. (7 In Favor – 0 Opposed)

Respectfully submitted by:

Marie Smith

Secretary to the Assistant Superintendent of Schools

Recording Secretary / Liaison for the School Building and Maintenance Committee