

SCHOOL BUILDING & BUILDING COMMITTEE MEETING MINUTES –March 19, 2008

Attendance/Distribution:	Firm/Company:	Present:
<u>Weston School Building Committee & TOW Building Committee:</u>		
Joe Fitzpatrick (JF)	Committee Chair (SBC/BC)	yes
Richard Wolf (RW)	Vice Committee Chair (SBC/BC)	yes
David Coprio (DC)	(SBC/BC)	no
Steven Ezzes (SE)	(BC)	no
Don Gary (DG)	(SBC/BC)	yes
Allen Swerdlowe (AS)	(SBC/BC)	yes
Ellen Uzenoff (EU)	(SBC)	yes
<u>Others:</u>		
Carl R. Goedecke (CRG)	TOW, Owner's Representative	yes
Tom Landry	TOW Administrator	no
Dan Clarke	Dir, Facilities for BOE	yes
John Reed	Superintendent of Schools, TOW	no
Doris Fiotakie	Weston Public Schools	yes
Dr. Margaret Wirtenberg	Public	yes
Donna Bauman	Public	yes
Joanna Pfund	Public	yes
Kathy Meighan	Public	yes
Claudia Hahn	Public	yes
Mark Petrin	IES	yes
David Maurer	IES	yes
Gene Leitermann	TPC	yes
William Warfel	WW, LLC	yes
Shashi Attawar	IES	yes

Item #: Description/Discussion:

Action/Follow up:

- | | |
|---|--|
| <p>1) Attendance:</p> <p>2) Meeting Called to Order: @ 7:31 PM</p> <p>3) Approve Minutes of Previous Meetings:</p> <p style="padding-left: 20px;">a) Approve Minutes of 3/5/08;</p> | <p>CRG as above</p> <p>JF</p> <p>EU motioned, DG 2nd to approve min. of 3/5/08; approval unanimous;</p> |
| <p>4) HS Auditorium:</p> <p style="padding-left: 20px;">a) SBC with IES, Consultants & the BOE art program representatives reviewed, in detail the proposed HS Auditorium plans; JF requested that the SBC all receive half size sets of the drawings to date for review; an up dated budget to be provided as well; specific plan comments are:</p> <p style="padding-left: 40px;">i) IES to check the acoustical value of the existing ceiling;</p> <p style="padding-left: 40px;">ii) Over the door, vertical plastic light finish needs to be presented & approved;</p> <p style="padding-left: 40px;">iii) Finish samples need to be presented for SBC approval;</p> <p style="padding-left: 40px;">iv) Proposed control room, 3 @ 4', need to be larger and as close to the auditorium Center as possible;</p> <p style="padding-left: 40px;">v) The existing stage pit will need to be covered as part of the work;</p> <p style="padding-left: 40px;">vi) Seating to be restudied to allow for side aisles; capacity at 588 will be acceptable, however adding seating to 599 is desired (possible add at front side aisles);</p> <p style="padding-left: 40px;">vii) Seat width varies from 20" to 22" wide for improved site lines;</p> <p style="padding-left: 40px;">viii) Multiple seat selections (4) to be bid as discussed;</p> <p style="padding-left: 20px;">b) Lighting has yet to be finalized, additional study and presentation is required; for bid purposes lighting can be bid as an add alternate;</p> | <p>IES to send drawings and revised budget estimate, with detail breakout, to the SBC; SBC will evaluate the final budget & plans for discussion at the next meeting to determine how to proceed with requests for funding;</p> <p>IES / W Warfel to provide the SBC with alternates, for review, before the next meeting;</p> |

SBC/BC MEETING MINUTES – 03/19/08– Cont.

<u>Item</u>	<u>Description/Discussion</u>	<u>Action/Follow up</u>
	c) The bid / construction schedule, in the estimation of the SBC, has fallen behind; an accurate schedule with bid dates, a list of bidders, construction schedule and completion date to be supplied at the next SBC meeting	IES to provide;
5)	TOW Roof Replacement:	
	a) Roof bid to be received by HB Fishman 4/7/08 for review and recommendation	Action by to follow bid recommendation;
6)	O&G Schedule / Progress:	
	a) HS:	
	i) Commissioning: Review complete; report to be submitted early in "08;	BOE/Dan C & John V to follow with report & corrective work;
	b) 3-5 Close:	
	i) Close-out status:	CRG to follow with MS/O&G;
	(1) Pipe & Power (Bond Co); KB / C&W & CRG have requested that MB & MS/O&G provide the final account analysis	
	ii) Commissioning: Review complete; report to be submitted early in "08;	Dan C/BOE to follow with the final report in early 2008;
7)	Alternate Energy Committee (AEC):	
	i) No business discussed;	None;
8)	New Business as may properly come before the SBC:	
	a) None;	None;
9)	Executive Session:	
	a) DG motioned, EU 2 nd to move meeting to Executive Session;	Approval unanimous;
	b) EU motioned, AS 2 nd to return meeting to Open Session;	Approval Unanimous;
10)	Change Order & Invoice Approval:	
	a) HS: Applications for Payment / Close-outs; presented for review & approval;	None;
	b) 3-5 School: Applications for Payment were presented for approval;	None;
	c) 3-5 School: Proposed CO were presented for approval;	None;
	d) Invoices: Soft cost invoices were presented for approval;	Selected invoices were approved for payment
11)	Next Meeting Regularly Scheduled SBC & BC Meeting: Wednesday, <u>4/2/08</u> @ 7:30; PM, TOW, Commission Room	TOW, Commission Room
12)	SBC & BC Adjournment: Meeting adjourned @ 11:10 PM	DG motioned, AS 2 nd to adjourn; approval unanimous

This is a summary of the items discussed at the above noted meeting and is a record of the proceedings; should any participating party note discrepancies please make them known, in writing, to all parties within 2 working days of distribution.

SBC MINUTES NOTED for REVIEW; MINUTES APPROVED ___ / ___ / ___ by SBC

Carl R Goedecke, Owner's Rep. cc: All