

# Minutes of Meeting

## **Building Needs Committee**

December 15, 2014

The Building Needs Committee conducted a regularly scheduled meeting on Monday, December 15, 2014 in room 213 of Stratford Town Hall, 2725 Main Street, Stratford CT 06615 pursuant to notice duly posted.

### I. Call to Order at 7:10 p.m.

Presiding: Chairman Paul Hoydick

Committee Members Present: Council members Paul Hoydick, Jason Santi, Brian Dempsey and Stephanie Philips; Electorate members Daniel Senft and Alan Llewelyn

Others in Attendance: Buildings Superintendent Dan Wakeling, Board of Education personnel Rich Ruggerio, Town Engineer John Casey, Antinozzi Associate rep. George Perham, *Stratford Star* Editor Greg Riley

Document distributed during meeting:

- Stratford Board of Education open Work orders — submitted by R. Ruggerio

II. APPROVAL OF MINUTES — minutes of regularly scheduled meeting of Nov. 17, 2014. A MOTION WAS MADE BY MR. SANTI SECONDED BY MR. SENFT TO APPROVE THE FOREGOING MINUTES. MR. LLEWELYN MOTIONED, SECONDED BY MR. SENFT TO AMEND THE MINUTES TO INCLUDE COUNCIL MEMBER KENNETH POISSON IN THE ATTENDANCE. THE MOTION TO AMEND PASSED UNANIMOUSLY. THE MOTION TO APPROVE THE MINUTES AS AMENDED PASSED UNANIMOUSLY.

### III. Unfinished Business

A: General Building Repairs: Mr. Ruggerio and Mr. Wakeling reviewed the above-mentioned open work order document. Currently there are 127 open work orders. Work on major projects such as the kitchen at Flood Middle School, Roofs, plumbing and heating will continue during the 2-week vacation shutdown. Questions were posed to staff members re: hiring of temporary plumbers. Mr. Wakeling said that a plumber returned to work after an illness. Mr. McCarthy will receive a memo re: employing temporary plumbers for the 2-week school vacation period in order to greatly reduce plumbing-related work orders. Discussion continued re: gate lock broken at Franklin school, sidewalk issues at Johnson and Honeyspot schools.

Miscellaneous painting bids —Mr. Wakeling said that the contract was signed for Wilcoxson School. Flood school will be next.

#### B: Board of Educational Capital Projects:

- 1) Stratford High School renovations — recommendation from the SHS subcommittee for approval of a construction manager for the SHS project.

Mr. Llewelyn, chairman of the subcommittee, reported that the subcommittee met Dec. 1 to review and discuss selection of a construction manager.

A MOTION WAS MADE BY MR. LLEWELYN, SECONDED BY MR. SANTI TO SELECT TURNER CONSTRUCTION AS THE CONSTRUCTION MANAGER AND REFER THE SELECTION TO THE TOWN COUNCIL WITH FAVORABLE RECOMMENDATION.

Discussion continued re: timing for completion of project, proposed portable classrooms that were not considered in the original cost and they are not reimbursable, providing access and soliciting subcontracting from local businesses, local labor requirements. Representatives from CREC, Turner Construction and Antinozzi Associates are requested to attend Town Council meeting.

THE MOTION TO REFER FAVORABLY TO COUNCIL PASSED UNANIMOUSLY.

- 2) Victoria Soto School/Honeyspot School — Mr. Casey reported that the change orders that were referred to Council last month have been approved. Next, the playgrounds will be referred to the state. Good progress has been made. The project is on time.
- 3) Franklin School and Johnson House elevators – The Johnson House project is done. Franklin school elevator is out to bid for work over the summer.
- 4) Wilcoxson/Lordship School Windows — Mr. Wakeling reported Wilcoxson School window replacements are on-going; Lordship is not currently in the capital improvement plan.
- 5) Priority Roof Replacements for Schools — Mr. Senft inquired as to volunteers receiving permission to go onto the roof in order to assess/evaluate roof's condition. Discussion went on re: how is Geddis involved in many projects, who monitors Geddis work, concern for bids. The inquiry will be sent to Director of Public Works, Mr. McCarthy and CAO Mr. Nocera.
- 6) Franklin School air conditioning — Project is complete. The air conditioning will be tested in the spring.

C: The "White House" (a.k.a Nichol-Benjamin house) on Shakespeare Theater Property — An inquiry will be presented to Mr. McCarthy as to when painting will begin.

D: Boothe Park buildings — Mr. Wakeling reported that the purchase order to shore up the crack in the foundation of the "Carpenter" house is in (contractor – High Caliber).

- 1) Pavilions I, II, and III. NEW ITEM: Utilities – Pavilions II and III.
- 2) Park security. Ms. Philips said that bushes around Astrological Society building need to be removed. It is requested that trees that have been trimmed

in the past, need to be removed in order for observatory patrons to see the sky. An inquiry will be made to Mr. Carey.

E. Longbrook Old field house/Restrooms — The punch-list is complete. The certificate of occupancy has been received.

F. Dog Park. No business furnished.

IV. NEW BUSINESS

NEW AGENDA ITEM; Pavilion with utilities at Juliette Lowe Park. It was noted that funds are available for the project.

V. Adjournment: — Hearing no further discussion in connection with the above agenda items or additional business, Mr. Hoydick called for a motion to adjourn. A MOTION WAS MADE BY MR. SANTI AND SECONDED BY MR. LLEWELYN TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY. THE MEETING ADJOURNED AT 8:42 PM.

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Carol Cabral, Secretary