

**SALEM SCHOOL CONSTRUCTION COMMITTEE
SALEM, CONNECTICUT
MEETING MINUTES
JANUARY 15, 2014**

PRESENT

Elbert Burr/ Chairman
Stephen Buck
William Weinschenker
Margret Caron

Cindy Noe/ Recording Secretary

ABSENT

John Bernier

GUESTS

Joseph Onofrio
Tom Beebe
Robert Washburn

CALLED TO ORDER

Elbert Burr called the meeting to order 7:00pm

1. APPROVE MEETING MINUTES FROM NOVEMBER 20, 2013 MEETING

M/S/C- Weinschenker/Buck to approve minutes as presented.

Vote: Unanimous, with Caron abstaining

2. REVIEW AND VOTE ON MINUTES FROM DECEMBER 04, 2013 MEETING

Minutes were reviewed by the Committee but cannot be approved because the meeting was not posted. Burr stated he would like the minutes to be included with tonight's meeting minutes hard copy.

3. REVIEW AND APPROVE CHANGE ORDERS 59-61

The Committee approved change orders 48B, 55R-1, and 61 that were discussed at the December 04, 2014 meeting. The Committee approved proposed change orders 46, 62, and 63. The Committee discussed proposed change orders 59 and 60 and put them on hold.

M/S/C- Weinschenker/Buck to approve change order 48B in the amount of \$44593.20 for Millennium to install rigid insulation and metal panel system over entire park and play area; with the State of Connecticut's assessment that the project would be reimbursed.

Vote: Approved Unanimously

M/S/C- Buck/Weinschenker to approve change order 55R-1 in the amount of \$1733.05 for Millennium to Fabricate and install new high pressure laminate countertop in room 107.

Vote: Approved Unanimously

M/S/C- Weinschenker/Buck to approve change order 61 in the amount of \$4996.75 to Millennium to Furnish and Install Cubbies in room 114 to match others provided in phase one.

Vote: Approved Unanimously

M/S/C- Buck/ Weinschenker to approve proposed change order 46 in the amount of \$18479.67 to rework and relocate electric work throughout the building, which was outside the original scope of work.

Vote: Unanimously

M/S/C- Weinschenker/Caron to approve proposed change order 62 in the amount of \$959.10 to add steel roof deck supports in closet of room 138.

Vote: Approved Unanimously

M/S/C- Buck/Caron to approve proposed change order 63 in the amount of \$4691.17 to Allied Roofing to install 110 linear foot of expansion joint.

Vote: Approved Unanimously

4. REVIEW ARCHITECTS PUNCH LIST FROM LAST JOB SITE MEETING JANUARY 8, 2014

Washburn presented and discussed items from his punch list. Washburn stated that the current roof leaks were mechanical in nature. He also stated that the ductwork needs to be sealed and caulked on the roof. Beebe presented and discussed his punch list. Beebe stated that the punch list is about 95% complete.

5. UPDATE ON BALANCE OF WORK BY THE SCOPE OF WORK PLUS ADDITIONAL QUOTES ON WORK OUTSIDE THE SCOPE, PARK AND PLAY, CUBBIES IN CLASS ROOM 114.

Burr stated that he is waiting on a second quote from Dave Kennedy to prepare and paint all new duct work quoted by Millennium on change order 59. Park and Play repair was approved in change order 48B. Cubbies were approved in change order 61.

6. APPROVAL OF CURRENT BILLING

The committee discussed the current billing.

M/S/C- Buck/Caron to approve Intergraded System Service invoice number 10784 in the amount of \$1560.60 to test and repair intercom system in rooms 101,102, and 106.

Vote: Approved Unanimously

M/S/C- Buck/Caron to approve Salem School invoice number 2013009 in the amount of \$677.18 for 32.5 additional janitorial hours and pod storage.

Vote: Approved Unanimously

M/S/C- Caron/Buck to approve Salem School invoice number 2013010 in the amount of \$144.62 for retroactive pay increase for janitorial overtime.

Vote: Approved Unanimously

M/S/C- Weinschenker/Caron to approve Sport Specialties quote number 16 in the amount of \$2400.00 to install padding in the gym.

Vote: Approved Unanimously

M/S/C- Buck/Weinschenker to approve extending Tom Beebe's contract on an as needed basis throughout the end of the 2014 year at a rate of \$ 145 hourly.

Vote: Approved Unanimously

7. ANY OTHER MATTERS PERTAINING TO THE CONSTRUCTION WORK OR PROGRESS

The committee discussed L.E Whitford quote number 0000130682 in the amount of \$3210.00 to install exterior doors, in the rear of the building from hallway, with handicap push plates.

The committee discussed a Sonitrol quote from 11/04/13 in the amount of \$5978.00 to install and activate FOB system on exterior rear doors.

Washburn looking into why the FOB system that was preexisting was demolished.

8. ADJOURNMENT

M/S/C- Caron/Weinschenker to adjourn meeting at 8:40.

Vote: Approved Unanimously

Respectfully Submitted
Cindy Noe
Recording Secretary

Approved