

**EAST LYME  
TOWN BUILDING COMMITTEE  
REGULAR MEETING MINUTES  
Thursday, JULY 19th, 2018**

**Present:** Ray O'Connor, Chairman, Abe Fisher, Bill Derry, Jerry Fortier,  
Tim Hagen

**Also Present:** Joe Vetro, Project Manager, O & G Industries  
Mike Brennen, Project Executive, O & G Industries  
Al Jacunski, Jacunski Humes  
Jeffrey Newton, Superintendent of Schools, by phone  
Marianne Stevens, BOE Finance Director  
Ted Hunt, School Facilities Manager

**Absent:** Gene Carini, John Rhodes, Rob Sullivan

**1. CALL TO ORDER**

Chairman O'Connor called the July 19, 2018 Regular Meeting of the East Lyme Town Building Committee to order at 6:05 PM.

**2. APPROVAL OF MINUTES – Meeting of June 21, 2018**

Mr. O'Connor called for any additions, deletions or corrections to the June 21, 2018 Meeting Minutes of the Town Building Committee.

Mr. Fisher asked that his name be added to those in attendance as he was present at the meeting.

**\*\*MOTION (1)**

Mr. Hagen moved to approve the June 21, 2018 Meeting Minutes of the Town Building Committee as amended.

Mr. Fisher seconded the motion.

**Vote: 4 – 0 – 0. Motion passed.**

FILED

**3. PUBLIC COMMENTS**

Mr. O'Connor called for comments from the public.  
There were none.

(Note: Mr. Fortier arrived and was seated)

July 24 2018 AT 9:55 (AM) PM  
Walter Sullivan  
EAST LYME TOWN CLERK

**4. CORRESPONDENCE**

Mr. O'Connor said that he did not have any correspondence.

**5. OLD BUSINESS**

There was none.

**6. NEW BUSINESS**

▪ **PM Report**

Joe Vetro, Project manager submitted his monthly report noting that BVH was still reviewing the change orders on ESI-04 and ESI-03 for the vestibule AC for the three schools. The vestibules are physically occupied by security officers and there is no AC or ventilation in those areas. It would need to be added.

Mr. Derry asked the size of the vestibules.

Mr. Jacunski and Mr. Vetro said that the one at Haynes is fairly large. They noted that the controls run approximately \$3500. Discussion ensued.

Mr. Newton asked if expansion of those areas was for the security officers.

Mr. Jacunski said that it was usual for them to sit in the hallway.

Mr. O'Connor asked who requested this change.

Mr. Newton explained that no security officers currently sit in the vestibules, however; those areas are expanding so they would be used for that. The officers need to have a desk, phone and the ability to look up information as necessary.

Mr. Jacunski said that the purpose of the vestibule is to prevent people from entering into the building.

Mr. Hagen said that he did not think that it was a good idea to have a security officer sitting in a vestibule.

Mr. Fortier noted that combined this is around a \$70,000 item.

It was agreed that this would be looked over again and that this item would be tabled at this time for each of the schools.

Mr. Hagen asked how they would keep track of contingency dollars for construction change orders.

Mr. O'Connor said that he would work with Ms. Johnson, the Finance Director to obtain that information so that they would have it for their meetings.

### **Flanders School – Change Order Items**

Mr. Vetro explained ASI-60/ESI 1 & 2 – Radiation heat for better control of office areas and an added water cooler, fixture changes, roof frames & welding of roof frames. Amount - \$33,656.00

Mr. Fortier noted that this was an approved design and that they are now asking for changes. He also requested that the change orders list not only the vendors but what the actual change is and what it entails so they will know what they are reviewing.

Mr. O'Connor asked that they see these ahead of time.

Mr. Jacunski said that he would get an explanation from BVH and send it to Mr. O'Connor. This item was put on hold at this time pending further information.

Mr. Vetro explained that the RFI #13 – Boiler Breeching is necessary as the boiler would not work without a pressurized vent pipe. Amount - \$9,104.00

Mr. Fortier suggested that this should not be an owner's issue.

Mr. Brennen said that he would look into it.

The vestibule item had been tabled.

RFI #03 – Art Room Sink (Amount - \$1,509.00) and ASI-09 – Music Room Counter (Amount - \$275.00) – The sink goes to a double bowl fixture and they would also replace the faucet pipe. The counter would need to be changed.

Existing Condition Top of Wall Firestopping (Amount - \$53,645.00) – Mr. Vetro said that this needs caulking for the top of the wall per the Fire Marshal as it is a code requirement – it's 17,060 ft. x \$30 ft. He said that he has also contacted two other vendors on pricing.

Mr. Fortier suggested that it should be under their contingency instead of ours.

Mr. Brennen said that while they do have some, they do not have anything of this magnitude.

(Note: 7 PM – Mr. Newton signed off to attend another meeting)

ASI-05 Work & IT Room flow Change – Mr. Vetro said that this involves changing 320 sq. ft. in this room from carpet to tile. Amount - \$1,499.00

There are no additional architectural services needed for these change orders.

### **\*\*MOTION (2)**

Mr. Fortier moved to approve the following Flanders Elementary School Change Orders in not to exceed amounts as itemized - #2 – RFI# 13 Boiler Breeching – up to \$9,104.00; #4 - RFI# 03 Art Room Sink – up to \$1,509.00; #5 – ASI-09 Music Room Counter – up to \$275.00; #6 – Existing Condition Top of Wall Firestopping – up to \$53,645.00 and #7 – ASI-05 Work + IT Room Flow Change – up to \$1,499.00.

Mr. Fisher seconded the motion.

**Vote: 5 – 0 – 0. Motion passed.**

### **Niantic Center School – Change Order Items**

Mr. Vetro noted that they had tabled the ESI-03 Vestibule AC item for all of the schools pending further information and review. Item #2 – Existing Condition Top of Wall Firestopping has to be done per the Fire Marshal and he will get other prices.

### **\*\*MOTION (3)**

Mr. Fortier moved to approve the following Niantic Center School Change Order not to exceed as itemized - #2 – Existing Condition Top of Wall Firestopping – up to \$41,148.00.

Mr. Hagen seconded the motion.

**Vote: 5 – 0 -0. Motion passed.**

Mr. Fortier reiterated the importance of having solid change orders with descriptive information as well as the dollars available and the dollars that have been spent.

Mr. O'Connor said that he would get the report from Ms. Johnson.

Mr. Vetro noted that he had obtained the pricing on the lockers for Niantic Center and LB Haynes and that it was \$219,000.

#### **▪ Commissioning Agent**

Mr. O'Connor noted that Ms. Stevens had handed out the RFQ's and the listing. He asked that they look everything over and pick out three (3). He said that he would like to have this all done by the end of August.

#### **▪ Special Instructions**

Mr. Jacunski said that the Statement of Special Inspections had already been put together.

Mr. O'Connor said that they had chosen IMTL for the rudimentary inspections and would be going out to bid for the rest.

Mr. Jacunski and Mr. Vetro said that they would send Mr. O'Connor the revised statement of Special Inspections so that he could go out to bid on it.

#### **▪ Testing Lab**

Mr. Fortier asked if they have a listing of contractors.

Mr. O'Connor said that they also have IMTL but as they were linked with the Special Inspections he felt it would be a conflict.

Mr. Brennen and Mr. Jacunski suggested pulling it apart and separating it from the Special Inspections. Ms. Stevens noted that she has a call in on doing that.

## **7. PAYMENT OF BILLS**

Mr. O'Connor presented the following bills for payment:

- Jacunski Humes Architects, LLC – Invoice #18194 dated July 2, 2018 for LB Haynes in the amount of \$10,390.00
- Jacunski Humes Architects, LLC – Invoice #18196 dated July 2, 2018 for Niantic Center in the amount of \$7,210.00
- Jacunski Humes Architects, LLC – Invoice #18195 dated July 2, 2018 for Flanders Elementary in the amount of \$8,370.00
- Milone & MacBroom – Invoice #85700 dated June 11, 2018 for Redistricting in the amount of \$1250.00
- Meyer (Movers) – Invoice #220-1012 dated May 31, 2018 in the amount of \$721.50 for central office moving

- Meyer (Movers) – Invoice #220-001198 dated June 29, 2018 in the amount of \$16,163.00 for LBH material delivery and room and locker moving
- Meyer (Movers) – Invoice #220-001197 dated June 29, 2018 in the amount of \$6,754.61 for mailing and Niantic Center moving and relocations
- Meyer (Movers) – Invoice #220-001199 dated June 29, 2018 in the amount of \$13,227.00 for Flanders Elementary classroom moving and relocation
- Voice New England – Invoice #778650 dated June 25, 2018 in the amount of \$615.00 for moving the front office phones at LBH to a temporary office
- Voice New England – Invoice #783194 dated July 2, 2018 in the amount of \$825.00 for moving the phones for LEARN into the small gym
- ULINE – Invoice #98607054 dated June 19, 2018 in the amount of \$979.13 for packing boxes for LBH
- ULINE – Invoice #98492136 dated June 14, 2018 in the amount of \$1,824.23 for packing boxes for Flanders
- Mystic Air Quality Consultants Inc – Invoice #49446 dated June 28, 2018 in the amount of \$1,380.00 for re-sampling room #'s7 & 36 at LBH

**\*\*MOTION (4)**

Mr. Fisher moved to approve payment of the bills as presented above.

Mr. Fortier seconded the motion.

**Vote: 5 – 0 - 0. Motion passed.**

Mr. Hagen said that he would like contingency sorted out.

Mr. Jacunski asked about emergency approval.

Mr. O'Connor said that there already is a process in place – he can approve up to \$10,000.

Mr. Hunt noted that the phone migration for CAT 6 wiring would run around \$15,000 per school.

**8. ITEMS FOR FUTURE AGENDAS**

Mr. O'Connor noted that their next meeting would be on August 16, 2018 at the High School at 6 PM.

**9. ADJOURNMENT**

Mr. O'Connor called for a motion to adjourn.

**\*\*MOTION (5)**

Mr. Hagen moved to adjourn the July 19, 2018 Regular Meeting of the Town Building Committee at 8:04 PM.

Mr. Derry seconded the motion.

**Vote: 5 – 0 – 0. Motion passed.**

Respectfully submitted,

Karen Zmitruk,  
Recording Secretary, Pro-Tem