

# MINUTES

## WATERTOWN PUBLIC BUILDINGS COMMITTEE REGULAR MEETING

JOHN TRUMBULL PRIMARY SCHOOL MEDIA CENTER  
WEDNESDAY, NOVEMBER 19, 2008, 7:00 P.M.

**PRESENT:** Antonio Addona  
Brian Bellagamba  
John Chipko, Vice Chairman  
David Demirs  
Mark Guerrero  
Robert Porter, Chairman  
John Waiculonis, Secretary

**ABSENT:** Antonio Guerrero

**OTHERS PRESENT:** Fred Khericha, Kaestle Boos Associates  
Kevin Killeen, Facilities Subcommittee, Board of Education  
Dave King, Kaestle Boos Associates  
Richard Mazzamaro, Facilities Subcommittee, Board of Education  
Larry Schilling, Preconstruction Manager, O & G Industries (WHS)  
Mark Sedensky, Project Manager, O & G Industries (Judson)  
Joseph Vetro, Senior Project Mgr, O & G Industries (Swift & WHS)

**MEETING WAS NOT TAPED; MINUTES TAKEN FROM NOTES  
(TRANSCRIBING MACHINE MISSING)**

**1. Convene Regular Meeting – 7:00 P.M.**

Mr. Porter, Chairman, Called the Regular Meeting to Order at 7:00 p.m.

**2. Roll Call**

Mr. Porter, Chairman, executed the Roll Call.

**3. Public Participation**

None

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**3A. Election of Officers**

MOTION: (Mr. Chipko, sec. Mr. Bellagamba) to nominate John Waiculonis as Secretary of the Public Buildings Committee.

Discussion: None

MOTION PASSED UNANIMOUSLY

**4. Minutes**

A. Special Meeting, October 22, 2008

MOTION: (Mr. Chipko, sec. Mr. Demirs) to approve the Special Meeting Minutes dated October 22, 2008 as presented.

Discussion: None

MOTION PASSED UNANIMOUSLY

**5. Correspondence**

None

**6. Old Business**

A. Fire Station #1 Renovations

1. Discussion and Vote on Amano Integrated Systems, Inc., Quote for Installation of LCD Projectors and Associated Equipment, dated November 13, 2008, in the amount of \$9,780.00 (attached).

MOTION: (Mr. Chipko, sec. Mr. Addona) to approve Amano Integrated Systems, Inc.'s Quote for Installation of LCD Projectors and Associated Equipment, dated November 13, 2008, in the amount of \$9,780.00.

Discussion: None

MOTION PASSED UNANIMOUSLY

2. Discussion and Vote on Proe's Services, Invoice #14341, dated October 31, 2008, in the amount of \$1,740.00 (attached) (**INFORMATION ONLY – ALREADY PAID PER R. PORTER**).

Mr. Porter explained that he authorized this invoice to be paid.

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B. Swift Middle School

1. Monthly Progress Report #34, dated October, 2008 by O & G Industries (distributed at meeting).

Mr. Vetro explained the October, 2008 report.

Items For Approval

**Sitework**

Additional Bond Changes \$ 890

**HVAC**

Additional Bond Changes \$ 686

**TOTAL \$1,576**

MOTION: (Mr. Demirs, sec. Mr. Bellagamba) to approve the changes totaling \$1,576.00.

Discussion: None

MOTION PASSED UNANIMOUSLY

Project Commentary

**Area "A"**

Area "A" is complete and has been turned over to the owner.

**Area "B"**

Area "B" is complete and has been turned over to the owner.

**Area "C"**

Area "C" is complete and has been turned over to the owner.

**Area "D"**

Area "D" is complete and has been turned over to the owner.

All that remains is the final punch list and turnover of the as-built drawings for the site work.

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2. Comments by Kaestle Boos Associates

None

3. Discussion and Vote on Kaestle Boos Associates, request for Additional Services associated with preparation and presentation to the Watertown Planning and Zoning Commission, pursuant to obtaining As-Built Site Plan approval, dated October 23, 2008, in the amount of \$7,225.00 (attached).

MOTION: (Mr. Waiculonis, sec. Mr. Bellagamba) to approve payment to Kaestle Boos Associates, request for Additional Services associated with preparation and presentation to the Watertown Planning and Zoning Commission, pursuant to obtaining As-Built Site Plan approval, dated October 23, 2008, in the amount of \$7,225.00.

Discussion: None

In Favor: Mr. Addona, Mr. Bellagamba, Mr. Demirs, Mr. M. Guerrero, Mr. Porter, Mr. Waiculonis

Opposed: None

Abstained: Mr. Chipko

MOTION CARRIED (6-0-1)

4. Discussion and Vote on A&R Communications, LLC, Invoice #4725, dated July 11, 2008, in the amount of \$1,063.00 (attached).

MOTION: (Mr. Demirs, sec. Mr. Bellagamba) to Table payment to A&R Communications, LLC, Invoice #4725, dated July 11, 2008, in the amount of \$1,063.00.

Discussion: The Committee felt more information was needed before approving payment.

MOTION PASSED UNANIMOUSLY

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5. Discussion and Vote on O & G Industries, Inc., Application for Payment #35, dated September 28, 2008, in the amount of \$746,089.24 (attached).

MOTION: (Mr. Demirs, sec. Mr. Waiculonis) to approve payment to O & G Industries, Inc., Application for Payment #35, dated September 28, 2008, in the amount of \$745,267.24 as amended.

Discussion: None

MOTION PASSED UNANIMOUSLY

6. Discussion and Vote that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

MOTION: (Mr. Demirs, sec. Mr. Waiculonis) to approve that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

Discussion: None

MOTION PASSED UNANIMOUSLY

7. Discussion and Vote on Sportime, Invoice #204900565682, dated October 16, 2008, in the amount of \$332.90 (attached).

MOTION: (Mr. Chipko, sec. Mr. Bellagamba) to approve payment to Sportime, Invoice #204900565682, dated October 16, 2008, in the amount of \$332.90.

Discussion: None

MOTION PASSED UNANIMOUSLY

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8. Discussion and Vote on Dell, Invoice #XCX96DKW4, dated October 17, 2008, in the amount of \$2,910.00 (attached).

**MOTION:** (Mr. Demirs, sec. Mr. Bellagamba) to approve payment to Dell, Invoice #XCX96DKW4, dated October 17, 2008, in the amount of \$2,910.00.

**Discussion:** None

**MOTION PASSED UNANIMOUSLY**

**C. John Trumbull Primary School**

1. Status Report, Gary Miller

Mr. Miller was absent; therefore there was no report. Mr. Porter reported a preconstruction meeting was held and we are awaiting contracts for H.B. Fishman & Silktown.

2. Correspondence from Gary Miller, Int. Dir. of Operations to Sal DeDominicis, H.B. Fishman & Co., Re: Phase II Roof Repairs RFP (attached).

**Mr. Porter:** This is for your information.

3. Correspondence from Gary Miller, Interim Director of Operations to Jorge Orfao, Silktown Roofing, Inc., Re: Phase II Roof Repairs RFP (attached).

**Mr. Porter:** This is for your information.

**D. Heminway Park School/Space Study Needs**

None

**E. 3 School Project**

1. Comments by Kaestle Boos Associates

Mr. Khericha discussed the meetings that have been held between all 3 building principals and the architects for furniture, fixtures, and equipment.

Polk - the 500 year flood design is nearing completion and should go to the Department of Environmental Protection in the beginning of December, 2008.

Watertown High School – Ditman moving forward with traffic signal design.

Judson School – gave an update.

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2. Comments by Interim Director of Operations

Mr. Miller was absent; therefore there was no report.

3. Information Encompassing all 3 Schools

A. Discussion and Vote on Robert Porter Cell Phone Reimbursement, dated November 3, 2008, in the amount of \$139.50 (attached).

MOTION: (Mr. Chipko, sec. Mr. Waiculis) to approve payment to Robert Porter Cell Phone Reimbursement, dated November 3, 2008, in the amount of \$139.50.

Discussion: None

MOTION PASSED UNANIMOUSLY

F. Watertown High School

1. Monthly Progress Report #3, dated October, 2008 by O & G Industries (distributed at meeting).

Mr. Vetro explained the October, 2008 report.

Summary Data:

- Physical Progress Percentage Complete
  - Renovation and Addition work - 8%
  - Sitework - 20%
- Construction Budget - \$49,106,757
- Committed Contracts – that’s the dollar amount of what we’ve actually committed to various contractors.
- Uncommitted Contracts – means that we have not issued a contract to a couple of other contractors, which is in the process.
- Value of Approved Changes – we have none here, however that would be any change order that we issued to date that you’ve approved.
- Estimated & Pending Changes – those are all those items that we can see on the horizon. We run into a problem, we know it’s out there, I might throw a dollar value at it or I might get a proposal from a contractor.
- Construction Funds Available – is your contingency after all those costs are accounted for, changes and pending estimated changes.

If you flip over you’ll see the Monday Cost Control report.

The next page of course would be my change order by trade contractor, and we don’t have any so thus there is no sheet there.



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3. Discussion and Possible Vote on Kaestle Boos Associates, Invoice #16, dated October 31, 2008, in the amount of \$21,735.00 (attached).

MOTION: (Mr. Bellagamba, sec. Mr. M. Guerrero) to approve payment to Kaestle Boos Associates, Invoice #16, dated October 31, 2008, in the amount of \$21,735.00.

Discussion: None

In Favor: Mr. Addona, Mr. Bellagamba, Mr. Demirs, Mr. M. Guerrero, Mr. Porter, Mr. Waiculonis

Opposed: None

Abstained: Mr. Chipko

MOTION CARRIED (6-0-1)

4. Discussion and Vote on O & G Industries, Inc., Application for Payment #2, dated October 15, 2008, in the amount of \$1,316,796.08 (attached).

MOTION: (Mr. Chipko, sec. Mr. Demirs) to approve payment to O & G Industries, Inc., Application for Payment #2, dated October 15, 2008, in the amount of \$1,316,796.08.

Discussion: None

MOTION PASSED UNANIMOUSLY

5. Discussion and Vote that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

MOTION: (Mr. Chipko, sec. Mr. Waiculonis) to approve that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

Discussion: None

MOTION PASSED UNANIMOUSLY

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6. Field Report from JGI Eastern, Inc., dated October 21, 2008 (attached).

For information only (labeled wrong)

7. Field Report from JGI Eastern, Inc., dated October 24, 2008 (attached).

For information only (labeled wrong)

8. Field Report from JGI Eastern, Inc., dated October 27, 2008 (attached).

For information only (labeled wrong)

9. Field Report from JGI Eastern, Inc., dated October 29, 2008 (attached).

For information only (labeled wrong)

10. Discussion and Vote on Copes Rubbish Removal, Account #435886, dated November 25, 2008, in the amount of \$304.90 (attached).

MOTION: (Mr. Demirs, sec. Mr. Chipko) to approve payment to Copes Rubbish Removal, Account #435886, dated November 25, 2008, in the amount of \$304.90.

Discussion: None

MOTION PASSED UNANIMOUSLY

11. Discussion and Vote on A&R Communications, LLC, Invoice #5640, dated October 8, 2008, in the amount of \$3,387.70 (attached).

MOTION: (Mr. Demirs, sec. Mr. Bellagamba) to Table payment to A&R Communications, LLC, Invoice #5640, dated October 8, 2008, in the amount of \$3,387.70.

Discussion: The Committee felt more information was needed before approving payment.

MOTION PASSED UNANIMOUSLY

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12. Discussion and Vote on Amodio Moving, Inc., Invoice #38939, dated November 1, 2008, in the amount of \$100.00 (attached).

MOTION: (Mr. Bellagamba, sec. Mr. Demirs) to approve payment to Amodio Moving, Inc., Invoice #38939, dated November 1, 2008, in the amount of \$100.00.

Discussion: None

MOTION PASSED UNANIMOUSLY

13. Discussion and Vote on Appointing 3 Committee Members to approve additional work to keep projects moving forward, approval not to exceed \$25,000, values verified and recommended by Kaestle Boos Associates.

MOTION: (Mr. Bellagamba, sec. Mr. Waiculonis) to appoint the following three Public Buildings Committee members to be allowed to approve additional work to keep projects moving forward, approval not to exceed \$25,000, values verified and recommended by Kaestle Boos Associates:

John Chipko  
David Demirs  
Robert Porter

Discussion: None

MOTION PASSED UNANIMOUSLY

**G. Judson Elementary School**

1. Monthly Progress Report #3, dated October, 2008, by Marc Sedensky, Project Manager, O & G Industries (distributed at meeting).

Mr. Sedensky explained the October, 2008 report.

The construction budget is \$14,253,117. The owner's contingency there is \$480,629.

**Project Commentary**

Cherry Hill Construction

Exterior window abatement remains and is scheduled for late November to December, 2008.

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Richards Corporation

Site contractor is currently working on excavation of walls and footing in Area A. Connector demolition has been completed.

G & R Valley

The plumbing subcontractor is performing on-going demolition of miscellaneous plumbing in Area B & C. Underground plumbing has begun in Area A and underground plumbing will begin in Areas B & C next week.

Action Air

The HVAC subcontractor is performing miscellaneous demolition and leading the mechanical coordination process.

Ferguson Electrical

Miscellaneous demolition is on-going.

Secondino

Interior demolition of Areas B & C will be completed by November 28.

Waterbury Foundation

Footings and walls have begun in Area A and should be completed by early December, 2008.

Owner

We still have some owner items in the building to be removed – generator.

2. Comments by Kaestle Boos Associates

**Mr. Khericha:** None

3. Discussion and Possible Vote on Kaestle Boos Associates, Invoice #16, dated October 31, 2008, in the amount of \$10,714.50 (attached).

**MOTION:** (Mr. Demirs, sec. Mr. Bellagamba) to approve payment to Kaestle Boos Associates, Invoice #16, dated October 31, 2008, in the amount of \$10,714.50.

**Discussion:** None

**In Favor:** Mr. Addona, Mr. Bellagamba, Mr. Demirs, Mr. M. Guerrero, Mr. Porter, Mr. Waiculonis

**Opposed:** None

**Abstained:** Mr. Chipko

**MOTION CARRIED (6-0-1)**

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4. Discussion and Vote on O & G Industries, Inc., Application for Payment #2, dated November 9, 2008, in the amount of \$554,431.49 (attached).

MOTION: (Mr. Chipko, sec. Mr. Waiculonis) to approve payment to O & G Industries, Inc., Application for Payment #2, dated November 9, 2008, in the amount of \$554,431.49.

Discussion: None

MOTION PASSED UNANIMOUSLY

5. Discussion and Vote that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

MOTION: (Mr. Bellagamba, sec. Mr. Waiculonis) to approve that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

Discussion: None

MOTION PASSED UNANIMOUSLY

6. Correspondence from Larry Schilling, O & G Industries to Michael Amato, Mather Corporation dated October 17, 2008, Re: Stormwater – Construction Activities General Permit No. GSN 001849 (attached).

Deferred to December, 2008 meeting.

7. Discussion and Vote on Copes Rubbish Removal, Account #435897, dated November 25, 2008, in the amount of \$421.00 (attached).

MOTION: (Mr. Demirs, sec. Mr. Bellagamba) to approve payment to Copes Rubbish Removal, Account #435897, dated November 25, 2008, in the amount of \$421.00.

Discussion: None

MOTION PASSED UNANIMOUSLY

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8. Discussion and Vote on Appointing 3 Committee Members to approve additional work to keep projects moving forward, approval not to exceed \$25,000, values verified and recommended by Kaestle Boos Associates.

**MOTION:** (Mr. Waiculonis, sec. Mr. Bellagamba) to appoint the following three Public Buildings Committee members to be allowed to approve additional work to keep projects moving forward, approval not to exceed \$25,000, values verified and recommended by Kaestle Boos Associates:

John Chipko  
David Demirs  
Robert Porter

**Discussion:** None

**MOTION PASSED UNANIMOUSLY**

**H. Polk Elementary School**

1. Comments by Kaestle Boos Associates

**Mr. Khericha:** None

2. Discussion and Vote on Kaestle Boos Associates, request for Additional Services associated with overflow design to meet the 500 year flood requirements, dated October 24, 2008, in the amount of \$13,800.00 (attached).

**MOTION:** (Mr. Waiculonis, sec. Mr. Bellagamba) to approve Kaestle Boos Associates, request for Additional Services associated with overflow design to meet the 500 year flood requirements, dated October 24, 2008, in the amount of \$13,800.00.

**Discussion:** None

**In Favor:** Mr. Addona, Mr. Bellagamba, Mr. Demirs, Mr. M. Guerrero, Mr. Porter, Mr. Waiculonis

**Opposed:** None

**Abstained:** Mr. Chipko

**MOTION CARRIED (6-0-1)**

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3. Discussion and Vote that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

MOTION: (Mr. Bellagamba, sec. Mr. Waiculonis) to approve that the Interim Director of Operations has authority, with concurrence of the Public Buildings Committee Chairman or Vice Chairman, to enter into contracts/purchase orders for trade services less than \$4,000 and professional services (other than Construction Manager or Architect) for up to \$15,000.

Discussion: None

MOTION PASSED UNANIMOUSLY

4. Discussion and Vote on CCA, LLC, Invoice #66435, dated November 5, 2008, in the amount of \$1,400.00 (attached).

MOTION: (Mr. Chipko, sec. Mr. Bellagamba) to approve payment to CCA, LLC, Invoice #66435, dated November 5, 2008, in the amount of \$1,400.00.

Discussion: None

MOTION PASSED UNANIMOUSLY

5. Discussion and Vote on Appointing 3 Committee Members to approve additional work to keep projects moving forward, approval not to exceed \$25,000, values verified and recommended by Kaestle Boos Associates.

MOTION: (Mr. Waiculonis, sec. Mr. Bellagamba) to appoint the following three Public Buildings Committee members to be allowed to approve additional work to keep projects moving forward, approval not to exceed \$25,000, values verified and recommended by Kaestle Boos Associates:

John Chipko  
David Demirs  
Robert Porter

Discussion: None

MOTION PASSED UNANIMOUSLY

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**7. New Business**

None

**8. Financial Reports - L. LaForme**

- A. Swift Middle School (attached)
- B. John Trumbull Primary School (attached)
- C. Watertown High School (attached)
- D. Judson Elementary School (attached)
- E. Polk Elementary School (attached)

**Mr. Porter:** In the packet for your information.

**9. For Your Information**

None

**10. Executive Session**

- A. Pending Claim Regarding Asbestos Abatement at Watertown High School

**MOTION:** (Mr. Waiculonis, Mr. Demirs) to enter into Executive Session at 8:25 p.m. with the 7 members of the Public Buildings Committee present, to discuss pending claim regarding asbestos abatement at Watertown High School.

**Discussion:** None

**MOTION PASSED UNANIMOUSLY**

Mr. Porter, Chairman, Reconvened the Regular Meeting at 9:10 p.m.

No Motions Were Made; No Votes Were Taken.

**11. Adjournment**

**MOTION:** (Mr. Demirs, sec. Mr. Chipko) to Adjourn the Regular Meeting at 9:10 p.m.

**Discussion:** None

**MOTION PASSED UNANIMOUSLY**

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Regular Meeting Adjourned at 9:10 p.m.

Respectfully submitted,

Robert Porter, Chairman  
Watertown Public Buildings Committee

Approved: \_\_\_\_\_  
Lynn M. LaForme, Clerk