

**SALEM SCHOOL CONSTRUCTION COMMITTEE  
SALEM, CONNECTICUT  
MEETING MINUTES  
MARCH 5, 2014**

**PRESENT**

Elbert Burr/ Chairman  
Stephen Buck  
William Weinschenker  
Margret Caron

**ABSENT**

John Bernier

**GUESTS**

Donald Bourdeau  
George Householder  
TJ Butcher

Cindy Noe/ Recording Secretary

**CALLED TO ORDER**

Elbert Burr called the meeting to order 7:10pm

**1. APPROVE MEETING MINUTES FROM FEBRUARY 12, 2014 MEETING**

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

**Vote: Unanimous**

**1A. DISCUSSION WITH THE BOARD OF FINANCE ON BOARD OF EDUCATION CAPITAL PROJECTS THAT COULD POSSIBLY BE INCLUDED IN THE BUILDING PROJECT**

The Committee had a discussion with Board of Finance members, TJ Butcher and George Householder, on BOE capital projects that may be able to be included in the current building project. The Board of Finance was looking for funding from the current building project on the following projects:

1. \$15,000.00- To pave the north driveway around to the back of the school
2. \$6,000.00- To remove manhole covers and remove pump house from old well
3. \$50,000.00- Towards security lighting

The building committee will review the suggestions at the next meeting.

**2. REVIEW UNAPPROVED CHANGE ORDERS 65-70**

No discussion took place

**3. REVIEW PUNCH LIST FROM OUR LAST JOB SITE MEETING ON FEBRUARY 27, 2014**

Burr stated that the odor issue discussed at the 2/12/14 meeting has been resolved. Millennium installed the suggested charcoal air filters to the fresh air intakes. Burr stated the added padding has been completed in the gym. Burr stated that two radiators fins were lengthened in the restrooms in the 40's section of the school. The fins were increased from 3' to 5' to better heat the areas. Burr stated that a new fan was installed in the kindergarten room above the doorway.

#### **4. UPDATE ON BALANCE OF WORK DEFINED BY THE SCOPE OF THE WORK PLUS ADDITIONAL QUOTES.**

Burr stated the wipe test that was to be performed by Fuss & O'Neil at the end of the project will not be done. Upon talking with Mystic Air Quality Burr stated the wipe test is not required. Burr stated that the swing in the OT/PT room still needs to be fixed. Bourdeau stated he ordered the manual for the swing at a cost of \$18.00. He stated the manual should be arrive with two weeks and at that time Millennium will review the correct installation for installing the swing. Burr stated that two boiler room circulating pump switches have been ordered. Burr stated that there are roof leaks from snow piling up around the air handling units. Burr stated that Millennium will be sealing the areas with tar. Millennium will then also fix the damage to the current insulation and ceiling tiles caused by the leaks. Burr stated that the leak in the 40's hall from the main circulating hot water pipe will not be fixed till the end of winter. The whole system would have to go off line and the temperatures are too cold to do that. Burr stated that room 114 still needs to have its radiator fins lengthened and also need insulation under the countertop area.

#### **5. APPROVE CURRENT BILLING**

Rapid Lock invoice #104095 in the amount of \$145.00 remains on hold until a description of the work is given. Emcore Services invoice #000375530 in the amount of \$497.00 was put on hold.

**M/S/C- Caron/Buck to approve Hadden Electrical Services, LLC invoice #1888 in the amount of \$500.00 for labor to investigate fire alarm ground fault and determined area of fault.**

**Vote: Unanimous**

**M/S/C- Weinschenker/ Caron to approve Silver Petrucelli invoice #13-2254 in the amount of \$11,272.67 for PCB testing on the downstairs concrete windows.**

**Vote: Unanimous**

**M/S/C- Weinschenker/ Caron to approve Silver Petrucelli invoice #13-2026 in the amount of \$1,647.03 for PCB testing on the downstairs concrete windows.**

**Vote: Unanimous**

**M/S/C- Buck/ Caron to approve Rapid Lock estimate #123196 in the amount of \$7,664.00 to repair gym stairwell doors, install new door in the boiler room, key music room double door, and review and correct installation of all doors not replaced by Millennium throughout school.**

**Vote: Unanimous**

#### **6. REVIEW CURRENT FINANCIAL STATUS OF THE PROJECT**

Burr gave the Committee members an updated cost summary sheet (See file copy).

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

Burr stated he had estimates for paving at the school. The rear of the school paving estimate is \$45,000.00. The side of the school paving estimate is \$11,200.00. Burr stated that the dirt parking lot should also be paved. The Committee stated that the dirt parking lot is not on school property and cannot be covered by the Building Committee charter.

**8. MEETING ADJOURNED**

**M/S/C- Caron/Buck to adjourn meeting at 9:12pm**

**Vote: Approved Unanimously**

Respectfully Submitted  
Cindy Noe  
Recording Secretary

Unapproved