

Permanent Project Building Committee

**Town Council Chambers
North Branford Town Hall
Monday, April 28, 2008**

Minutes

1. **Call to Order:** Chairman Alfred DeRosa called the meeting to order at 7:07 pm.

2. **Roll Call:** Chairman Alfred DeRosa, Vice Chairman Stephen Whalen, Gabriel Varca, (Alternate), Ronald Ragozzino (Library) and Carol Davidson (Library), Debbie Prunier, (BOE).
Absent: Jack Krasko and John Bozzuto (BOE)
Others Present: Interim Town Manager Michael Paulhus; Purchasing Assistant Michelle Knockwood; Chris Manna, (BOE), Library Director Robert Hull, Bruce Hoff, (Turner Construction), Michael Scott and Juyoung Park, (HSNP).

3. **Citizens Statements:** Al Young from Nafis & Young was questioning a change order for \$77,500. The change order is to furnish and install concrete sidewalks in lieu of asphalt at NBIS. Mr. Young was questioning why the change to concrete, if the original bid was for asphalt. The BOE and Pinnacle One felt that the life of the concrete would be a much better way to go than the asphalt. When Value Engineering was done a few months ago, the concrete was taken out to save some money, but now feel the best way is to install the concrete as originally designed. After a lengthy discussion it was determined that this change order hasn't been approved as of yet. He also questioned the two change orders to Turner Construction for additional pre-construction fees and additional salary fees. It was explained that Karl Kilduff had approved the additional pre-construction fees in the amount of \$ 40,920.00 and this was paperwork to follow through with what had all ready been paid to them. This change order was approved by the PPBC members. The second change order was due to delays in starting the project. When Turner signed their contract with the Town, it was for a specific amount of time. Due to the delays, employees salaries increase over the life of the project. The second change order in the amount of \$33,650.00 was presented to the PPBC members and approved. The total is \$74,570.00.

4. Discussion and Action Re: Smith Library Renovation and Expansion Project:

- a. Approval of Minutes in regards to Smith Library Project: Michelle Knockwood asked for the following changes be made to the minutes from April 14, 2008 meeting; under discussion and action re: Smith Library... first paragraph Tom Norman.... concrete pour and when pier are *be* poured, take out “be”. Fourth paragraph last sentence reads *Wednesday*, it should be “Thursday”. Gabriel Varca made a motion to approve the minutes of April 14, 2008 as per the changes made by Michelle Knockwood; seconded by Carol Davidson.
- b. Report and Action:

Discussion and Action Re: NBIS Renovation and Expansion Project:

Bruce Hoff, (Turner Construction) discussed the following:

- I. Pending Contractor Approval: a. Bid Package Number 12 Resilient Flooring and Carpet M. Frank Higgins \$300,500: The slab was poured and waiting to dry complete. Chairperson Alfred DeRosa asked for this to be tabled until the next regular scheduled meeting, May 12, 2008, when Jack Krasko is back
- II. North Branford Education Concerns: Turner Construction have been in touched with both Principal Alan Davis and Vice-Principal Christine Imperato regarding the flooring. flooring is a schedule and should be competed on time.
- III. Purchasing:
 - a. Letters of Intent of Contractors – Complete with the exception of M. Frank Higgins and Nova Wood Products. Nova Wood Products was approved to award their contract. All award letters have been sent with the exception of the two above. Contracts are being prepared by Turner Construction. Contractors will sign their contracts at Turner’s office and then they will be presented to the Town to be signed. There are some letter that are on the Town Manager’s desk to be signed.
 - b. Contract Status Report – Bruce Hoff, Turner passed out an updated report.
- IV. Construction:
 - a. Building Permit Status: Building Inspector Tom Cowell is on vacation, Meghan Campbell, Secretary will let Turner Construction know when the permits will be ready.
 - b. Contractor Submittals/Shop Drawings: Turner Construction passed out an updated spreadsheet.
 - c. Progress to Date – Construction Schedule: Turner Construction passed out a spread sheet that represents the original start date, actual start date, variance, actual finish and % completed.
 - d. Schedule for the next 30 days: Depends on the weather, if the weather cooperates, NBIS project should be on schedule as per the Construction Schedule spreadsheet.
- V. Open Discussion:
 - a. Recommendation Letter of Approval for Concrete sidewalks vs. Bituminous sidewalks: Chairperson Alfred DeRosa asked for this to be tabled until the next regular scheduled meeting, May 12, 2008, when Jack Krasko is back.

Citizen Statements:

Ron Ragozzino was questioning about the anchor points and the wind factor for the portable classes that are being installed

Other Business:

Next regular PPBC meeting will be May 12, 2008 at 7 p.m. in Town Council Chambers.

Gabriel Varca made a motion to adjourn at 8:28 pm by seconded by Deb Pruiner, all were in favor.

Respectfully submitted,

Gina A. Cox
Sub-Secretary

cc: Town Clerk, Town Manager, Members, Mayor, Deputy Mayor, Purchasing Officer, Superintendent of Schools, Library Director, Council Liaison, BOE Chairperson, Project Managers.