

Middlebrook Windows Committee Meeting
Minutes
April 23, 2014
8:00 a.m.
Long Hill Administration Building

In attendance:

Joe Peddle, Chairperson
Gary Cialfi
Mike Ward
Steve Kennedy
Al Barbarotta
John Marsilio
Ron Bean
David Preusch, arrived at 8:07 a.m.
Paul Lisi, Antinozzi Architects

Not in attendance:

Tom Christiano, Vice Chair
Ennio DeVita

Meeting was called to order at 8:01 a.m. There was a review of the 4/9/2014 meeting minutes. Mike Ward motioned to accept the minutes and it was seconded by Ron Bean, all in favor. A packet of items was provided by Steve Kennedy to each member and was also sent electronically.

Paul Lisi of Antinozzi Architects passed out a 2 page handout of project items. The bolded items deal with the windows and number 5 specifically deals with the exterior of the building. Number 14 should be easy enough to complete. Paul talked about priorities and that every window in the building may not have to be shatter-proof. Other school districts are not necessarily doing all of this. Harding High in Bridgeport, for example, is doing security entrance and metal detectors.

It was recommended that the Security person for the district be a part of future discussions. Steve said that both the Security Coordinator Bill Connolly and Lt. Ron Kirby are in contact with him regarding a security assessment of each building. Al B. mentioned that he was in contact with the State on security and he believes that they will not mandate anything specifically. The State is formulating a security manual. The main focus now is related to the doors, windows/glass and PCBs. Paul mentioned that Middlebrook does not have a vestibule. Ron asked if we are in the process of getting figures on the windows and it was determined that this is not yet done. Al said the first step is to direct the architect what the needs are to be addressed. Steve replied the vestibule is beyond the scope of the original project. Joe said the specs we have address the window height at 44" above the floor. Paul commented they did not have anything on raising existing windows. Al said if

we can address #13 to #16 and measure this week. Mike Ward asked about Middlebrook cafeteria. The windows are large and can be replaced and Steve said they can be done as part of this project. Joe said that #16 (shatter resistant windows) is a cost driver and not part of the original bid. There are a few different issues. He asked how to proceed with the next step. Steve agreed that #16 can be one of the most costly issues. Joe wanted to know what was expected from a Town Council standpoint – would we need approval. John Marsilio thought that some of this (window project) was already part of the capital budget plan and we do not have bids for any of the other work and we don't know where we stand on the budget. There are a lot of worthy points and before they consider them, he recommends knowing the costs first. The good news is there is enough time. He recommends to first get estimates and create a chart of needs then secondly bring it before the BOE so they can weigh in on this. He said first address the “low hanging fruit” and complete the easier parts of the project.

Steve said he is in conversation with Alex [Rauso] Fire Marshal to determine what the recommendations of that office would be. John asked if there are any concrete guidelines and if not, then it would be good to create our own and make sure they are consistent throughout the district. Items such as remote control doors may or may not be one of them. Al said we already have that. John recommended that we look at the easier items, create a “Chinese Menu” and address them and then cross them off the list and prepare to budget for the others. Mike Ward asked if we are legal now with this project. Steve said yes and it is at \$1,082,000. Then we can go back and take a look at security as Middlebrook has a wide-open vestibule. Al said they completed a project in 1991 under that current code. Steve said that shortly we should have all cameras completed at every single door. Joe asked if they can do a walk through for items that we don't have then the Committee can vote on what items they think need to be addressed. Al suggested having a ballpark “back of envelope” figure for each item that is bolded. Steve commented that right now it is a window project but should comply with new law on safety. There is a survey of all the buildings that will be completed. This may be going beyond the scope of the project but will look at all buildings to be in line with the PA 13-3. Joe cautioned that this may push back the project time wise by these assessments. He asked if this can be a 2-pronged approach then submit a supplemental request and cut another P.O. for extra items. Gary mentioned that the safety report has to be done for the opening of schools. Al reiterated the need for a ballpark estimate so we don't duplicate any efforts. If we start looking at parking lot lighting, it may detain the project. Joe agreed and Al said then we can approach Town Council with the other items. Paul said he would verify what already exists in the project. Steve mentioned that Bill Connolly and Ron Kirby have already been going around to buildings to assess them. Joe asked if they could be available in the next week to look at Middlebrook. John Marsilio asked for a copy of the Antinozzi contract and said if we will increase the scope, we first need to know the value of it. We will get back to Paul with the expanded set of services requested. A list of numbered items can go to Steve and then Paul can give an estimate. Steve and Gary mentioned that Bill Connolly and Ron Kirby had already visited the schools approximately a year ago for the Security Grant. John asked for the Antinozzi proposal. There is a copy included in Steve's packet. It is currently \$42,000 for the work and another \$8000 fee to present to the State.

John suggested doing all the “housekeeping” at once and then do another P.O. with the expanded services. Paul reminded them that there is a breakdown of the scope of items which are listed. Al asked how long would they need for another P.O. and Steve said it doesn’t take long maybe a week. Paul said he would need another week to put together pricing. Al said then this Committee would have to approve it first.

Joe addressed the PCB abatement plan. Al said he was working with AMC Technologies who does the core of the work for the district. They would have to go back to AMC for the report. Steve said it was bid at \$8200 to prepare and then it was submitted to the EPA which kicked it back for a few items. It was within the scope of that bid to address these items and finish report. Joe said there was a letter in the packet that addressed the “nitty gritty” items. Steve said that those items can be addressed under the current contract but for the additional ones he was unsure if he should have it bid or go for an RFQ as he didn’t want to be the only one to make that decision. John asked if there was an affirmation from the EPA to do the work right away. Steve said if we don’t do it in 2014 then we may have to re-test but there is nothing in writing saying that we can’t do this during this summer. John asked if this would satisfy both agencies (EPA and Health Department) and Steve said yes. John asked for the dates so they can’t drag their heels on this. Al was confident they can work with them and may be able to do such work to comply as painting or taping the caulking to seal it. Joe asked if the agencies give any guidance and Steve said there is no protocol in place and in New England the testing is different than in other parts of the country. John summarized saying that we should supply the EPA with all they ask for, modify the schedule and then expand the scope for Antinozzi. Al said there was a letter by Jason anticipating the work be done in the Summer of 2014. Steve said there was also an email saying it may take place in the Summer of 2015 and will reach out to Patrice Sulik at the Health Department as she has a contact at the State Health Department.

John discussed the next steps and asked if we have a project number. Al said we have a temporary project number. He said there is no Prep meeting and the State is willing to combine both meetings together. John thought that before they get inundated, he would like to get the project through and also determine how much of this is reimbursable. Al said the way it is looked at is what are repairs and replacements. A discussion ensued on the timing. Al said by end of May there can be a Prep meeting possibly the week of May 23.

Joe said for everyone to take a look at the 25 items and determine which are important, Steve would follow up with Bill Connolly and another meeting can be set up in 2 weeks. It was agreed that the next Middlebrook Windows Committee Meeting will be held on Wednesday, May 7, at 8:00 a.m. here at Long Hill.

Steve left the meeting at 8:55 a.m. Mike Ward made a motion to adjourn at 8:57 a.m. and Joe seconded, all in favor.