

## **Middlebrook Windows Committee Meeting**

**April 9, 2014**

**8:00 a.m.**

**Long Hill Administration Building**

### In attendance:

Joe Peddle, Chairperson  
Tom Christiano, Vice Chair  
Gary Cialfi  
Mike Ward  
Steve Kennedy  
Al Barbarotta  
John Marsilio  
David Preusch  
Ennio DeVita  
Paul Lisi, Antinozzi Architects  
Carl Massaro, Town Council

### Not in attendance:

Jim Meisner  
Ron Bean

Meeting was called to order at 8:06 a.m. Vice Chair Tom Christiano said that it was good to hold these meetings and asked for the feedback from the State. Al Barbarotta said he went to the State and the impact of the school safety laws/recommendations are still in draft form and are unenforceable. This project was requested prior to July 1<sup>st</sup>. He consulted with Craig Russell at the State Facilities Bureau and these safety items will be recommendations and will not be unfunded mandates. Although it is prudent to look at the safety recommendations, Al already had the project number before the July 1<sup>st</sup> date. The State will be coming out with a user friendly manual to aid Superintendents with these recommendations. He asked Paul Lisi from Antinozzi Architects to attend this meeting and that the prep meeting may be scheduled for next week depending on them. Then the next step will be to plan the completion tests and will talk about the EPA when we get the project going.

Tom Christiano asked if we were granted an extension and Al replied that we don't have to get this project done this summer. Tom replied that we got our extension. Joe Peddle asked to move up item #4 on agenda as it corresponds with this timing. Al spoke about the abatement and EPA and Steve replied that they already met with the Health Department this past summer to see what they needed to do to move forward this project. Steve passed out handouts that covered HEPA vacs and wiping down surfaces, etc. He said they normally "purge" buildings during the April break and bring in fresh air. They sealed the caulk in conjunction with the EPA requirement and taped windows with epoxy tape. They did come up with a plan but if it went forward during next year they would probably need more testing done. Al said the soil in a certain area outside of Middlebrook had PCBs

and they could cover it up with 5" of wood chips and not let students near the area. Al said there is a plan in place through AMC Technology. Gary Cialfi asked for a copy of this document. Mike Ward asked for something in writing. Al will get this although it is sometimes difficult to get it in writing. Steve said they worked with Patrice Sulik from the Trumbull/Monroe Health Department. Al said that he deals with several districts and it is good to have a close relationship with the environmentalist especially one that knows your district. Bob Chimini worked with Steve to choose AMC.

Tom Christiano asked for the document that went to bid. Steve replied that the first contact they had with AMC was under \$10,000 and they didn't need to go out to bid. They came to know our buildings well and we called them in as there is a new procedure to follow for PCBs which John Barbarotta, Jason and Paul met on. Steve sent Joe Peddle all backup documentation last night. Joe will forward to the rest of the Committee. Bob Chimini helped send it using bid rates. Joe asked how many other bid respondents were there. Steve said 6 or 7 and it covered asbestos, lead and other environmental items. Steve had made a matrix sheet for the respondents and awarded points based on straight time hours. John M. asked if there was a selection panel and Steve said it was just him. John asked if it was on the basis of price and Steve said price was considered. John cautioned against basing this solely on price and rates should not be considered until you determine the need, encouraged having a committee and said to be careful not to spend the money before any of this is set. Joe agreed and said we should determine what the EPA requirements are based on the recommendations. Al commented that you have to do what you can to open school safe, secure for students and staff. Steve said that his email will contain a pdf of invoices, purchase orders, bids, reports and a soil letter. The original agreement with Antinozzi is a "not-to-exceed" contract on the windows. Paul Lisi commented that he has a purchase order for the original scope of work. He said it would depend on the extent of the work, for example, if window film is sufficient. John said right now it is about the window replacement and some concept of fortified treatment of windows. We are not talking about entry and must present each scenario to the Committee and who makes the decision where the money comes from. He asked Paul if the scope was strictly windows and Paul answered yes. Joe asked if the Town Council needs to get involved in the additional items and Tom concurred. John reminded them they have until next year and they can revisit this with Town Council and look at what is the capital plan. Gary said the scope has been defined but they can ask for additional items. Al said that he has worked on a total window/door replacement in Stamford and can understand making it a bit clearer to go back to Town Council while looking at the security issue. Joe questioned if it was necessary to go back to the Town Council if expanding the scope of the project or are we at risk of rescinding funds we already have. Carl Massaro and Tom Christiano said no, it was considered a different item. John thought these can be discrete projects and would be good to do it in one season. When asked if a full facilities assessment had been done, Al thought it already had. John said if it is old, then it may need to be updated. Right now Paul said that Antinozzi's scope of the services started off as the window replacement, but did not include them going to the State and they may have to submit an additional fee and consider any new regulations. Steve said it may have to be in compliance with new State regulations such as the height of the window. John asked for a new list/menu with all items related to

this. Paul said he would provide this and Tom reiterated having to go back to the Town Council with this as some things have evolved.

David Preusch wanted clarification as it is confusing to have some who work for the school system and the Town, but he, as a Town's person, is trying to understand how the process works. It seemed to him there were already a set of plans at the first meeting. He is an architect and follows a certain process and this seemed beyond the project programming phase. He asked if there is some type of timeline as it should be done well before the first day of school and cautioned not going up to the very first day of school that has been done in the past. Joe said this is a great point and it seems to be almost working backward a bit. Now that we have more time, we can effectively look at the process and include a full scale facility assessment. John M. pointed out that we have the "when" piece of this project, but because the buildings are contiguous projects and we need to figure out the "what" piece and what it costs and if it is more than return to the Town Council. David wants to take a step back to the programming phase to consider any updates. Joe said the intent is to do a full facility assessment. David advised that it should be done before going back to Council. John said that you don't want to stop the windows project as Al is already having the State approve it. Al concurred and said that Antinozzi can have the project ready within 2 weeks. Joe asked if it could parallel the facility assessment and Carl and Tom said it would have to go back before Town Council. Al asked to get it on the agenda. Mike Ward asked if we are legal under the Town Charter to do the windows and Tom said yes even though it seems like we are doing things out of order. Carl asked if everyone got a copy of the building committee rules electronically. No one received it yet. Carl said we can put a resolution on the agenda to approve an RFQ for the construction and expand the scope of the project. Steve wants to ask the State if the regulation of the elevated window sills is mandated and Al said no they are not. Carl said he can foresee this going on the May agenda along with safety issues but the Committee has to vote for a professional. April 21 is the deadline for getting on the agenda. Joe asked about the EPA aspect from a health standpoint and what the next steps are. It is uncertain and will have to work with the Health Department. It is not clear to Carl where the financing of the project is coming from or if bonded money is involved for a particular use and this may have to get amended. Any more money requested, this must go first to the Board of Finance then to the Town Council. Joe asked if everyone is ok with Paul going forward with this off the current P.O. Everyone agreed.

Steve said he will forward the contracts and backup. Joe proposed that next Wednesday will be the next meeting also at 8:00. Steve said he wasn't comfortable asking for more money yet and asked John his thoughts. John thought it may be good to ask so the Town Council knows what is coming at them. Tom Christiano said at one point he was unclear and thought that Al was the project manager but that Al has a full time job and it may be prudent to get a project manager to focus on this. Joe reminded them that they are in the process of hiring a Facilities Director and that person can be key in doing this.

Mike Ward made motion to adjourn and Ennio DeVita seconded. All in favor. Meeting adjourned at 9:12 a.m.