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TOWN HALL
238 Danbury Road
Wilton, CT 06897

HIGH SCHOOL RENOVATION BUILDING COMMITTEE

January 6, 2009
7:00 PM

High School Professional Library

Minutes

Present: Bruce Hampson, Ty Tregellas, Sean O'Toole, Mark Esposito, Tim Canty, Vin Tufo, Amy Samuelson, Alan Aldag, Glen Gollenberg, Greg Van Deusen, Gary Richards

1. **Call to Order** - The meeting was called to order by Bruce Hampson at 7:05 PM
2. **Approval of Minutes** of last Meeting – A motion was made by (Sean) and seconded (Mark) to approve the minutes from the November 6 meeting.
3. **Project Status Report**
 - Bidding Status – Ty Tregellas gave us an update on the bidding process. Bid documents went out before Christmas and some between Christmas and New Years. He is very impressed with the response by at least 5 bidders in each trade. Mechanical Contractor bidders were mostly representatives from medium- sized firms. Original bid date was January 16th which may be extended to January 23rd. Approximately 35 people showed up for today's walk through. Bids will be opened at Town Hall.
 - Project Time Line Status – Ty Tregellas said we are where we are supposed to be.
 - Town Building Permits – Letter of authorization for permits has been prepared and Ty will be going to Town Hall to pick up other necessary documents.

- Contract Review//Town Counsel – SBS has forwarded a completed contract to Bill Brennan for signature.
- Turner is still working with the Town Counsel to craft their “interim” Letter Agreement

4. Board of Selectmen: Construction Options review – Discussion

Bruce talked about our response to Mr. Brennan’s December 3rd communication about scaling back the project. A meeting has been set for Bruce, Karen, Ty and Sean to meet with Mr. Brennan on January 13th.

The Committee received the recommendations and analysis of Turner Construction, SLAM and BVH with respect to how the project might be scaled back and the consequences in risk, time, cost and engineering integrity.

A lengthy discussion and examination of the options followed and consensus was reached.

Consensus of the committee:

- Clarify the context of the question. The framing of the request includes assumptions that are inaccurate and need to be corrected in order for our response to be clearly understood.
- Outline the elements that the A&E Team as well as the school consider critical, and the committee’s belief that these elements cannot be fragmented, segmented or delayed. Such a decision would require a redesign, will be costly and will cause us to lose another year. More importantly, a delay could subject the school to the risk of significant physical damage and loss of use. Other risks were also identified by the A&E Team.
- The Bid Documents request separate prices on numerous elements and components that could be separated or deleted without the risks outlined above. Decisions on these alternates can be made in consultation with all parties.
- Emphasize the philosophical point that that we believe we have an important stewardship responsibility and that we want to protect a treasured community resource and fulfill our responsibility to the students and community we serve. We can do this in a

financially prudent way and take advantage of the current financial climate to build a project that will maximize the community financial investment.

5. Economic Stimulus Package

- Bruce talked about Governor Rell's request to municipalities for "Shovel-Ready" projects that might be part of a federal economic stimulus package. Wilton has forwarded a list of projects to the Governor and the first project listed is the WHS project. Bruce added some language that said if approved for funding under the anticipated Federal Stimulus program the project would have a small (50KW) solar component. No additional money would be required by the Town.

6. Owner "Project Manager" Job Description – Bruce asked Sean and Ty to review the language in this. Should this individual be paid on an hourly basis? Hours of availability of this individual? The Committee established a Contract Change authority of \$10,000 for the Director of Facilities. Change Requests above that amount would be referred to the Committee.

7. Adjournment – At 8:44 PM the meeting was adjourned.

Respectfully submitted,

Gary G. Richards