

## **Bonded Capital Projects Meeting Minutes – January 31 , 2013**

Present: Bill Brennan, Karen Birck, Dick Dubow, Bruce Hampson, John Murphy, Steve Pierce, Ty Tregellas  
Guests: Malcolm Whyte, Tom Thurkettle

### **Agenda Items**

1. **Middlebrook & Comstock Roof Projects:** Hoffman's interim designs for both projects were issued before the meeting for discussion at the meeting. The Comstock design showed half of the water collected on the roof being diverted to exterior scuppers outside the building to minimize the depth of the insulation at the parapet and to reduce the flow of water through the existing storm water system. Malcolm Whyte requested that all the water be diverted to the exterior of the building and the existing drains be abandoned. Turner expressed concern that this water should be collected into the exterior storm water system, B. Brennan indicated this additional piping would be installed by Wilton DPW. Hoffman to review and respond to this directive. The Middlebrook School roof design was accepted as proposed by Hoffman, however, John Murphy will engage a company, as soon as possible, to camera the catch basin and storm pipes servicing the courtyard that receives some of the storm water from the roof. Any budget adjustments required for these projects will be addressed at the May meeting, not the March meeting.
2. **Middlebrook & HS Toilet Renovations:** B. Brennan requested that the Building committee elect a chairman, post the meetings and the minutes. There was a very productive meeting with the building committee on Jan. 10. Finished material were reviewed and selected, except for wall finishes, and floor plans were reviewed. Toto to install an automatic flushometer for the HS to evaluate. Waterless urinals proposed for boys rooms. KGD issued schematic designs for pricing on Jan 24<sup>th</sup> per the project schedule. Turner estimating these drawings for a meeting on 2/7.
3. **Miller Driscoll:** K. Birck is in the process or redrafting the Statement of Requirements will be ready for the BoE review next week. School admin feels that the rest room locations and ADA accessibility are a high priority for the design solution. Then, parking requirements, and security issues. Turner to reissue the project schedule reflecting the changes discussed at the last meeting. B. Brennan reviewed names for the Building Committee, recognizes the need to finalize the committee selection. There was another discussion concerning State reimbursement, Turner estimated that the reimbursement would adjust to around 10% based on the current rates, it was decided that this option should remain on the table and analyzed further as the project progresses through preconstruction.
4. **Comstock Building Evaluation:** Turner to re-issue the Project Schedule based on the comments from the last meeting. J. Zucker to submit the SOR on, or around, Feb 8<sup>th</sup>. Preconstruction fees to be proposed as part of the May budget meeting. Turner to develop the preconstruction budget by mid March so that it can be presented to the BoF in April

Reminder that the next meeting is Wednesday, Feb. 13 at 1:30 pm in meeting room B.