

Elementary Building Committee Meeting Minutes

Meeting Minutes for

September 29, 2016

Allgrove School – Special Flooring Review Meeting

Committee Members Present:

Tim Butler
Mary Ellen Brown
Rich Nelson
Jennifer Frank
Jim Feeney
Dave Holl (Vice Chairman)

Consultants Present

Al Howat, *Newfield Construction*
Bill Mucha, Mitchell Noviaskey, Scotty Franz,
Barrall & Knover (flooring contractor)
Michael Shay, *MAPEI (flooring products)*

Administrators Present

Jim Hayden, *First Selectman*
Sue Greco, *Business Manager*

A. Call to Order

The meeting was called to order by Dave Holl at 7:15 p.m., following a walkthrough of problem floor areas in corridors. Dave Holl requested a moment of silence to honor Committee Chairman Roy Cook, who passed away during the summer.

B. Public Comment

None

C. Approve Past Minutes

There were no past meeting minutes to approve. Last meeting was January 16, 2016.

D. Remaining Funds Report

Mary Ellen Brown distributed a report dated September 29, 2016. It indicates a forecasted Town dollars remaining of \$107,897. The State Audit has not been done yet.

E. Board of Education Report:

1. Seymour Update – Sue Greco asked about loose ADA bump textured tiles in the sidewalk area at the bus drop off. Jim Hayden suggested that the Facilities Director should be directed to make the necessary repairs.
2. Allgrove Update – See discussion under item E3.
3. Allgrove Flooring Update:

Discussion of Flooring Issues at Allgrove:

- a) The floors were originally abated in the summer of 2010. The Owner requested that a temporary, smooth underlayment surface be provided over the rough surface left by the abatement work. Until the finish flooring could be installed. New flooring was installed in 2011 and 2012.
- b) In February 2016, Newfield Construction and Barall & Konover were contacted because of an ongoing problem with new floor tiles coming loose. The problem is the worst in the 1965 wing corridor (12 classroom wing), in the area from the office west. The floor tiles and adhesive appear to remain bonded together, but there is separation between the underlayment and the flash-patching. It was indicated the floor patching contractor attempted to remove the temporary underlayment, to prepare for the flash patching work, but found this difficult to do.
- c) Barall & Konover indicated that the year of foot traffic on the temporary underlayment might have affected the bonding ability of the flash patching and new floor adhesives.
- d) In February 2016, Barall & Konover installed floor slab moisture monitoring probes in several locations. All probes were reading high moisture content (99%) except in the office area and one hallway.
- e) The Committee and the Contractors agreed that further investigation should be done before attempting repair or corrective work. 70-hour chloride moisture tests, 4 in corridor and two in classrooms, would be done over Columbus Day weekend (October 7-10). And that more probes and investigation would be done over Christmas break. With possible repairs to be done over the Summer of 2017.
- f) Mary Ellen Brown motioned to approve the expenditure of up to \$5,000 for testing and investigation over Columbus Day and Christmas holiday. Tim Butler seconded the motion. All Committee members voted in favor of the motion. **Motion Carried.**

F. Consultant Reports and Recommendations – See discussion under item E3.

G. Committee Business

1. End of Project Financial Wrap Up

The Committee generally agreed that project close out with the State should be done as soon as possible, when all the needed information is available. The Committee has already released Seymour back to the Board of Ed, since it is 100% complete, and it is in the close out process with the State. The Consultant who was assisting with the close out process is available again. Sue Greco will check with the Consultant to see if the close out process for the Main Office and

Allgrove can begin, even though there is an open flooring repair issue with potential costs.

2. Authorize Close-Out by Consultant – See item G1.

3. Approve Invoices for Payment

Mary Ellen Brown presented an invoice for \$750 from Barall & Konover for installation and monitoring of 10 moisture probes in flooring areas. This work was authorized in January 2016. Mary Ellen motioned that payment be approved. Richard Nelson seconded the motion. All voted in favor of the motion. **Motion Carried.**

4. Next Meeting Date – We anticipate that a meeting will be scheduled in January 2017, following further testing of floor areas.

H. **Public Comment** – None

I. **Adjournment**

MOTION: a motion was made by Richard Nelson, seconded by Jennifer Frank to adjourn the meeting at 8:33 p.m. *Motion approved.*

Respectfully submitted,
Jennifer Frank, Building Committee Member