Elementary Building Committee Meeting Minutes
December 15, 2016 – 6 pm
Allgrove School

Committee Members Present:
Tim Butler
Mary Ellen Brown
Rich Nelson
Jennifer Frank
Dave Holl (Vice Chairman)

Consultants Present
Al Howat, Newfield Construction
Bill Mucha, Tom Gillespie, Scott Franz, Barrall & Konover (flooring contractor)

Other consultants attended but did not sign in

Administrators Present
Jim Hayden, First Selectman
Dr. Christine Mahoney, Superintendent of Schools

A. Call to Order
The meeting was called to order by Vice Chairman Dave Holl at 6:12 PM after a re-inspection walk through of the corridor experiencing a moisture problem.

B. Public Comment
None

C. Floor Consultant Report on Allgrove
Additional moisture testing was performed since the September Committee meeting. All indications are that the moisture is very high with readings at 96 to 97%.

D. Approve Minutes of September 29, 2016
The minutes had been received by all members. A motion to accept the minutes as written was made by Mary Ellen Brown and seconded by Tim Butler. Motion approved unanimously.

E. Remaining Funds Report
Mary Ellen Brown stated that the remaining Town funds of $107,897 reported at the September meeting have been reduced by $5,000 authorized for moisture testing, of which $750 has previously been paid to Barrall & Konover. It will also be reduced by an invoice to be presented later in this meeting for $15,827.46 to Newfield Construction for their final contract amount due. This results in Town funds remaining of approximately $87,000.

F. Board of Education Report
Dr. Mahoney read a brief statement from Sue Greco stating that the State of Connecticut has not ruled on certain change orders for the projects so that the final audit cannot be completed.

G. Consultant Reports and Recommendations
The consultants and contractors presented several options for dealing with the floor moisture issue. After this discussion, three possible courses of action were selected for the contractors to budget. 1) do nothing, 2) completely demo the floor tile and everything down to the substrate and start over, or 3) remove the
floor tile, repair the cracks and depressions, and install porcelain tile. It was presented that porcelain tile can allow the moisture from below to be released. These methods will be budgeted and presented to the Committee for review.

H. Committee Business
1. End of Project Financial Wrap-up
   First Selectman Hayden reminded the Committee that funds must be reserved for the close out audit and any additional State requirements.

2. Closing Consultant Update
   It was agreed that a core sample will be taken on December 27th at the corridor floor tile area that has shown a diagonal depression across the corridor and into an adjoining classroom to attempt to determine what the cause is.

3. Approve any Invoices for Payment
   Mary Ellen Brown made a motion to approve payment of an invoice from Newfield Construction in the amount of $15,827.46. Seconded by Rich Nelson. Motion approved unanimously.

4. Next Meeting Date
   To be scheduled after budgets for the flooring repairs are received.
   *Please note that there was not an Item I on the agenda.

J. Public Comment
   None

K. Adjournment
   At 8:10 PM a motion was made to adjourn by Tim Butler. Seconded by Mary Ellen Brown. Motion approved unanimously.

Respectfully Submitted,
David Holl – Vice Chairman
Elementary Building Committee