

**SCHOOL BUILDING ADVISORY COMMISSION**  
**February 9, 2010 Meeting Minutes - Draft**

The February 9th meeting of the School Building Advisory Commission was called to order at 6:30pm by Mr. LaBoda. Present when Mr. LaBoda called the meeting to order were Mr. Apel, Mr. Dauphin, Mr. Houle, and Mr. LaBoda. Others present were Mr. Roberts from JCJ Architecture, Mr. Bathrick from Consulting Engineering Services and Mr. Russo, Contract Administrator.

- 1.0 Approval of the Minutes of the January 26th regular meeting  
Mr. Apel moved to approve with correction the January 26<sup>th</sup> minutes. Mr. Dauphin seconded the motion and it passed with one abstention, Mr. Carlson.
- 2.0 Communications. Commission members have received an e-mail from Mr. Wlodarczyk, Principal of Skinner Road School. Mr. Wlodarczyk is requesting a safety fence near the playscape area.
- 3.0 Opportunity to Add/Delete Agenda Items. None.
- 4.0 Community Forum. None.
- 4.5 W. J. Mountford Communications. None

5.0 JCJ Architecture Communications  
Mr. Roberts gave the following report:

- Rockville High School Re-roofing -  
1/29/10 – Silktown Roofing’s proposal has been reviewed by JCJArchitecture and Mr. Russo, SBAC Contract Administrator. A completed scope review and schedule are needed as well as other information before the bid is awarded and contract finalized.

Mr. Russo contacted the Fire Marshall and Building Inspector. The Building Inspector is requesting contractor staging, parking and storage plans. Access for school custodial and maintenance staff and main office staff will be permitted. Custodial and maintenance staff will be required to wear hard hats and safety glasses.

Additional information is needed from the Building Inspector and Fire Marshall regarding the use of Rockville High School building and grounds for school athletics and by Vernon Parks and Recreation.

Because of safety requirements, the high school will not be available for summer school. Mr. Houle recommended a letter be sent to the Superintendent of Schools immediately. Mr. LaBoda will see that this request is communicated to Mr. Leary.

6.0 Clerk of the Works Communications  
Mr. Russo reported the following:

- Northeast School – Painting in certain interior areas (for lead paint abatement) will begin February 15<sup>th</sup>.
- Rockville High School – Pro-Mechanical - Balance reports and lien wavers are still needed.
- Rockville High School – missing generator - A certified letter has been sent to Milton C. Beebe & Sons, Inc. and received by them requesting the return of the generator or their cost to replace the generator. They are requested to return the generator by March 15, 2010.
- Maple Street Kitchen – The Fire Marshall approved the use of the kitchen as of Wednesday, February 3<sup>rd</sup>. Further observation will be done by the Fire Marshall when the stove top is in use.

- Center Road, Maple Street and Northeast Schools – A report of closeout items and their status was distributed for each school.
- Center Road, Maple Street and Northeast Schools – balance reports are being worked on.

7.0 Bills To Be Paid

7.1 Review budgets for schools. Information distributed to Commission for their review.

7.2 Approve Bills to be Paid. Mr. LaBoda presented the following for payment approval:

SCH	VENDOR	PAYMENT	ENCUMBERANCE	COMMENTS
MSS	WJ MOUNTFORD	\$ 14,590.00		APP #11
<b>TOTAL</b>		<b>\$ 14,590.00</b>		

SCH	VENDOR	PAYMENT	ENCUMBERANCE	COMMENTS
RHS	JCJARCHITECT	\$ 13,980.83	\$ -0-	JAN INVOICE
CRS	JCJARCHITECT	\$ 20.40	\$ -0-	JAN INVOICE
<b>TOTAL</b>		<b>\$ 14,001.23</b>		

SCH	VENDOR	PAYMENT	ENCUMBERANCE	COMMENTS
CRS	J. R. RUSSO, LLC	\$ 1,200.00	\$ -0-	CONTRACT ADMIN 12 HOURS
MSS	J. R. RUSSO, LLC	\$ 6,800.00	\$ -0-	CONTRACT ADMIN 68 HOURS
NES	J. R. RUSSO, LLC	\$ 2,400.00	\$ -0-	CONTRACT ADMIN 24 HOURS
RHS	J. R. RUSSO, LLC	\$ 600.00	\$ -0-	CONTRACT ADMIN 6 HOURS
RHS ROOF	J. R. RUSSO, LLC	\$ 3,000.00	\$ -0-	CONTRACT ADMIN 30 HOURS
<b>TOTAL</b>		<b>\$ 14,000.00</b>		

**GRAND TOTAL BILLS TO BE PAID \$42,591.23**

Mr. Apel moved to pay the bills in the amount of \$42,591.23. The motion was seconded by Mr. Dauphin and passed unanimously.

8.0 Old Business

8.1 RHS Roof Status – See reports above

8.2 Report on Audit of School Construction Projects – no report.

8.3 Maple Street Clock Tower – no report.

9.0 New Business – Mr. Carlson requested that the SBAC 2010 meeting dates be added to the Vernon Board of Education master calendar

10.0 The next regular meeting will be at 6:30 p.m. on Tuesday, February 23rd in the 3rd floor Board Room of the Administration Building.

Mr. Apel moved to adjourn the meeting at 7:15pm. The motion was seconded by Mr. Houle and passed unanimously.

Respectfully Submitted,

Betty J. King  
Recording Secretary