Chairman Mark Holden called the Special Meeting of the Board of Education to order at 11:04 a.m.

Roll Call:
Mark Holden, Chairman                      Kate Kutash (excused)
Thomas Minotti, Vice Chairman               Win Oppel (excused)
Arlene Liscinsky, Secretary                Darlisa Ritter
David Gioiello (via Teleconference)        Kathleen Yolish
Faith Hack

Quorum 7 present; 2 absent

Board of Education Administration present:
Superintendent of Schools, Dr. Christopher Clouet
Assistant Superintendent of Schools, Lorraine Rossner
Finance Director, Dominic Barone
Maintenance Supervisor, John Calhoun
SHS Headmaster, Dr. Beth Smith

Also present: Joseph Pierz, Pierz Associates, Architect/State Building Official

(1 tape on file in City/Town Clerk’s office. There is no video recording of this meeting.)

The Pledge of Allegiance was recited.

Approval of Agenda
Thomas MInotti moved to approve the agenda; seconded by Faith Hack; motion passed unanimously.

Discussion and Possible Action on Shelton High School Code Compliance Project
Dominic Barone introduced Joe Pierz, the architect who put together the majority of the manual, and said board approval of the project plan is needed to move the project ahead. Mr. Barone said there was an initial meeting with the State to talk about our design/build approach, which resulted in some minor revisions to the plans. He said the plans have been approved by the SHS Code Compliance Building Committee. Once approved by the board, additional paperwork will be completed prior to submitting for State review, which then will allow the project to move forward and go out to bid. He clarified that it is the code compliance to put in the sprinkler system and address other fire code violations. At the request of the board, plans were provided for review last week, and now is the time to ask questions or express any concerns.
Joe Pierz gave an overview of the project since 2014, at which time the State found 549 items they felt were not code compliant. Over the years, many of the items have been corrected and 128 items remain that school system was unable to repair. He said the installation of a sprinkler system has simplified or eliminated a lot of the items. It will be a design/build approach. The building committee wanted one area of responsibility with a contractor who has his own architect on board to come up with a solution to fix these problems. With the board’s approval today, it will go to the State to sign off and then go out to bid.

Mr. Pierz confirmed that the project should meet all requirements to eliminate all remaining violations. Mark Holden questioned the timeframe for project completion, which Mr. Pierz estimates at a year because work will be done partly while school is in session. Bidders will be asked to provide a proposed time schedule. Mr. Pierz addressed the issue of ensuring there will be no disruption of classrooms.

Darlis Ritter asked for and received assurance that the as-built plan will be made available to the school for instant access at the completion of the project. Dr. Smith added that there have been several projects occurring at SHS since 2008 and a set of plans have been left with the high school.

It was confirmed that all issues must be resolved. The Fire Marshal has final sign-off.

Arlene Liscinsky asked if a project manager will be appointed. Dr. Clouet said the Mayor has agreed that the City will provide a project manager. Arlene Liscinsky asked how additional leftover items would be handled and who would be responsible for the cost. Dominic Barone said if something unusual occurs, the change order process would be followed and that cost will not be part of our budget.

Thomas Minotti asked if would be possible to get interim reports on the progress so the board can compare it with the book. The board wants to be sure the work being done meets the standards. Joe Pierz stated the contractor will be required to submit monthly reports; and, at end of the project, the City Fire Marshal has to sign off in coordination with him, before the BOE approves completion of the project. David Gioiello suggested that a board representative might attend job meetings or at least get copies of meeting minutes.

Arlene Liscinsky moved to accept the Superintendent’s recommendation to approve the Shelton High School Code Compliance and Project Manual; motion seconded by Kathy Yolish and passed unanimously.

Chairman Holden adjourned the meeting at 11:30 a.m.

Diane Luther

Diane Luther
Secretary to Board of Education
February 16, 2016