

St. Jerome Building and Grounds Sub-Committee Minutes for January 11, 2011

In attendance: Father David Blanchfield, Ray Cassidy, John Davis (chairperson), John Kuczo, and Dan Loch (Finance Committee representative)

Fr. David began the meeting at 7:35 pm with a prayer for the parish and for the work of the committee.

Parish Areas Considered

CHURCH ROOF REPAIR

- The parish has been awarded a Culpepper Foundation grant of \$12,000 toward repair of the church roof.
- Three bids have been received for the whole roof.
 - \$38,000 from FAF Contracting Services, LLC
 - \$25,875 from Phil's Main Roofing, LLC
 - and \$22,500 from Chinchilla Roofing
- John D will be checking references of these companies and the quality of their work and materials.
- The parish Finance Committee will be asked to approve the repair of the church roof at their January 25th meeting.

SEPTIC SYSTEM / CHURCH HALL KITCHEN GREASE TRAP

- John D tried but was unable to reach Tom Cahill concerning septic tank inspection.
- John D found out that Dexter-Sutherland will install a grease trap in the church hall kitchen for \$600.00. This will prevent grease from entering the septic system. More information to come; the grease trap remains a work in progress.
- Fr. David contacted parishioner Jeffrey Spahr, City of Norwalk Deputy Corporation Counsel, who will inquire for us if hooking-up to the city sewer system is possible.

CHURCH HALL DOWNSTAIRS HALLWAY FUSE BOX

- John D received one bid of \$994.00 from Paradise Electric to place the church hall overhead lights on on-off light switches so the trip-fuses are not used to turn hall lights on and off. John though this bid was reasonable. He will seek other bids.
- On-off light switches will be placed on the hall corners to be more convenient. Hall overhead lights will be configured to go on north-south (back wall to double-doors to blacktop) versus the current east-west (church hall hallway to rear rooms) on-off pattern so that projections onto the large screen could be better seen for Bible Study and for the REACH 10:30 am Mass for Grades 4, 5, and 6.
- John K will contact Dave Ely, a parish electrician, for a bid.

BIDS FOR REPLACEMENT OF SCHOOL BUILDING WINDOWS

- John Ostrowski received three bids for replacement of the old, original-equipment school building windows:
 - \$4,020 per opening from Bink's Glass and Mirror
 - \$4,425 per opening from All Glass Co., Inc.
 - \$4,600 per opening from Franklin Glass and Aluminum
- The bids cost around \$4,000 per room panel. For eight rooms each with two windows panels (openings), that could cost some \$64,000.
- Ray suggested that the bidders be approached again for bids for a discount for doing the entire eight rooms since the bids each were for one opening. The same sunk set-up costs would obtain only for the first opening and should decrease for the subsequent openings.
- Given the high cost, the consensus was that there was no urgent need to act now to replace the school building windows.

RECTORY MOLD

- A bid of \$2,500 from Mike Frederick was received for painting only.
- This, however, does not address the mold problem outside the door to Fr. Joe's study or any possible wood rot and does not deal with the air-conditioning unit as the potential source of the mold.
- Further investigation is required.

HVAC / JOHNSON CONTROLS

- The committee already determined to take no action to replace the pneumatic HVAC controls with a low-voltage electrical system because of the high cost.
- Two bids are being sought for a service supplier as an alternative to Johnson Controls.

OIL TANKS

- Fr. David conveyed the concern of the Pastoral Council about the oil tanks.
- Further investigation continues.

Future Plans

EXTENSION OF CHURCH HALLWAY FOR A FUTURE MULTI-PURPOSE ROOM

Intentions remain for building a future multi-purpose room (to serve for a "crying room" and for various other activities) to be built onto the front of the current church hallway (the hall between the church and the school building) and extending into the area now occupied by the grassy area and small pines to the right-front of the church main steps.

PAVERS AND TILES TO HELP FUND THIS EXTENSION

- John D showed printed materials and photographs he received from Brick Makers USA of various types of pavers and ceramic tiles which would be the "pavers" and tiles parishioners could be asked to fund to finance the extension.

- Pavers would be placed at the church entrance. The tiles would line the church hall hallway walls. The ceramic tiles in the Westport Public Library and Earthplace in Westport were mentioned as similar fundraising examples.
- For the ceramic tiles, Ray advised a stenciled sketch of the tiles in the church hall hallway as a way to make the appeal concrete for the parishioners.
- Discussion included:
 - the dollar-amounts of individual parishioner participation (e.g., \$110 or \$250 for small pavers and tiles, \$500 for large)
 - the inclination of parishioners for funding an addition (It was thought to be positive if the addition could be made concrete for the parishioners via an architect's drawing.)
 - the total amount the appeal would aim for (e.g., \$700,000 ?)
 - the possible phases of the project
 - the likely launch date of the "pavers/tiles" appeal vis-à-vis a possible increased Offertory giving campaign this fall
- The committee has been working with a dated and now-defunct architect's drawing from 2000 that showed a possible church addition.
- It was agreed that the next step is to advise the parish Finance Committee at their January 25th meeting of the fundraising plans for the addition and to ask for the Finance Committee's approval of up to \$5,000 for a new architect's drawing of the addition. The architect will be asked for what facets of the design might be "monetized" for fund-raising purposes.

Steps to Come

IMMEDIATE – Bids need to be acted upon for work on the:

1. church roof
2. church hall kitchen grease trap
3. church hall hallway on-off switch panel

NEXT – Inspection of and specs for bids for work on the:

4. septic system
5. rectory mold

CONTINUING FUTURE PLANS

6. A new architect's drawing of the addition
7. Fundraising plans for pavers/tiles for the church addition.

The meeting ended at 8:40 PM.

The next meeting is Tuesday, March 8, at 7:30 pm in Room 5 of the school building.

Submitted by:

Dan Loch, Building & Grounds Committee Secretary
January 31, 2011