

**PUBLIC BUILDING COMMISSION – Meeting Minutes  
Regular Meeting - Wednesday, April 5, 2017 - 7:00 P.M.  
Town Hall, 84 South Main Street - Council Chambers**

Members Present: Mr. Mark Nash (Chairman)  
Mr. Art Crooker  
Mr. Richard Clavet  
Mr. Steven Durkee  
Mr. Jim McKenney  
Mr. Richard Levy  
Mr. Vincent Robitaille

Members Absent: Mr. Matt Altieri

Additional Present: Mr. George Noewatne, Director of Public Works  
Mr. Vincent Masciana, Board of Education  
Mr. Dan Marseglia, Board of Education  
Mr. Paul Bowman

**I. PLEDGE OF ALLEGIANCE**

The assembled group recited the Pledge of Allegiance.

**II. ROLL CALL**

Chairman Nash called the meeting to order at 7:00 p.m. Roll was called and a quorum determined.

**III. PUBLIC ADDRESS**

There was no one from the public who wished to address the Commission.

**IV. GENERAL CORRESPONDENCE**

There was one general correspondence from Rob Oris, which will be addressed under Approval of Minutes.

**V. APPROVAL OF MINUTES - March 8, 2017**

Mr. Noewatne read the following email from Rob Oris into the record:

**From:** Rob Oris [<mailto:roborisforcouncil@gmail.com>]

**Sent:** Friday, March 31, 2017 11:40 AM

**To:** Ray, Janet

**Cc:** PBC Art Crooker; PBC James McKenney; PBC Mark Nash; PBC Matt Altieri; PBC Richard Clavet; PBC Richard Levy; PBC Steven Durkee; PBC Vincent Robitaille; Bowman, Paul; Noewatne, George; Masciana, Vincent; Marseglia, Dan; Starziski, Allison; Karen Gill

**Subject:** Re: Review of PBC March meeting minutes re: reference to 2/3/17 Storage Building minutes

Hi Janet,

I am concerned the minutes do not reflect my statements accurately:

1. I proposed two locations, northwest quadrant of track/turf field and southeast (not southwest) quadrant of the track/turf field.
2. I was opposed to putting a building behind the practice field bleachers near the back of the maintenance building due to concerns about interfering with any school renovation/construction.

3. Someone mentioned metal building construction and I was opposed to using that material given the use of the buildings and how easily it can get damaged. I do not believe it is durable enough given the use.

please insure the minutes are changed to appropriately reflect what I said.

Thank you,

Rob Oris

Town Council Chair

Mr. Noewatne read the following comment from Arnett Talbot to be included in the record:

Upon investigation, proper procedure was not followed in the revision/acceptance of the minutes of the CHS Storage Building minutes from 2/3/17.

Each month, the subcommittee meetings are included as "Exhibits" for informational purposes and reference. Because approving those minutes was not originally noticed in PBC agenda, that approval action needed to be added to the agenda on the spot (a motion made, seconded, and voted upon).

Once the approval of the minutes had become part of the meeting agenda through the above process, Mr. McKenney or another member would have been able to move they be accepted or amended and that second motion could have come to a vote.

The following corrections to the minutes were noted:

1. Under Old Business, Projects, CHS Exterior Storage Building - Mr. McKenney stated the location of Site D is behind the facility building, not under the bleachers on the practice field.

2. Under Old Business, Projects, Districtwide Sidewalk Replacement - Mr. McKenney stated "...and Mr. McKenney will attend that meeting." should be omitted from the last sentence.

**MOTION** by Mr. McKenney to approve the minutes of the March 8, 2017 meeting as amended and with the above noted comments to be included as part of the record.

**SECONDED** by Mr. Robitaille.

The motion passed unanimously by those present and voting.

## **VI. MONTHLY FINANCIAL STATUS**

Commission members reviewed the monthly financial status report of open Town projects.

## **VII. CONSENT CALENDAR**

Mr. Clavet stated that Silver Petrucelli justified the printing costs and he is satisfied with their explanation.

**MOTION** by Mr. McKenney to approve the Consent Calendar. **SECONDED** by Mr. Robitaille. The motion passed unanimously by those present and voting.

## **VIII. OLD BUSINESS**

### **1. PROJECTS**

A. Districtwide Lavatory Improvements

Mr. Crooker stated there was a walk-through today and the bids are due on April 19, 2017. Once the bids are received, a pre-construction meeting date will be scheduled.

**B. Utility Tunnel Improvements**

Mr. Crooker stated a proposal for continued monitoring of the utility tunnels dated March 29, 2017 has been received from Geolnsight. Mr. Marseglia stated he will review the proposal and get back to Mr. Crooker. The current contract runs through June 2017.

**MOTION** by Mr. McKenney to table voting on the proposal. **SECONDED** by Mr. Durkee. The motion passed unanimously by those present and voting.

**C. CHS Interior Code Compliance**

Mr. Clavet stated this project is on hold pending a budget.

**D. CHS Exterior Storage Building**

Mr. McKenney stated he is awaiting approval of a site location from the full Board of Education. Once approval is received, the subcommittee on this project will meet to discuss next steps. Mr. Masciana stated the next Board of Education meeting is scheduled for April 20, 2017.

**E. Emergency Shelter Generators**

Mr. Durkee stated the shop drawings from the engineer for CHS have not yet been received, but this project is on schedule to start this summer. Mr. Durkee stated he attended a walk-through of the other schools with the engineer and expects preliminary drawings in the next 2-4 weeks. Once the shop drawings are received a preconstruction meeting date will be scheduled.

There was a discussion about whether money can be transferred from one related project to another. Mr. Masciana explained it can be complicated to transfer bonded money.

Mr. Clavet stated site protection should be a contract provision. There was a discussion about the importance of requiring hard protection on all work sites as part of the bid proposal, especially for any school project.

**F. Districtwide Sidewalk Replacement Committee**

Mr. Robitaille volunteered to join the subcommittee for this project. Mr. McKenney stated the subcommittee will schedule a meeting to discuss this project. Mr. Marseglia stated there is a priority list and the Board of Education is ready to go.

**G. CHS Concession Stand**

Mr. Clavet stated a meeting on this project was held this morning and time lost due to weather has affected the completion date. Mr. Clavet explained the contractor is technically still on schedule because the execution of alternates extended the date of substantial completion. The kitchen equipment should be delivered and installed in the next few

weeks, Mr. Clavet stated proper fencing has been put up around the construction area and Porta-Potties have been put on site. There was a discussion about the timeline for completion of this project. Mr. Durkee stated he is a proponent of using natural gas for heating. Mr. Clavet stated the concession stand has been “stubbed up” to possibly convert to natural gas at a later date, but electric heat is the best option at this time.

Mr. Masciana stated the Board of Education applied for an energy efficiency grant from Eversource. The rebate will be added to the balance of the budget.

Mr. Paul Bowman of 387 Mount Sanford Road addressed the Public Building Commission to go on record to say that he visited the construction site of the concession stand project and saw OSHA violations. Specifically, Mr. Bowman stated there was not proper fencing around the construction area and not all workers on site were wearing hard hats. Mr. Bowman stated he hopes there is an exit meeting at the completion of this project to discuss how to handle future projects and the possibility of having a construction manager or Clerk of the Works for future projects. Mr. Durkee stated it is risky to go on site and tell a general contractor there are OSHA deficiencies because the Town takes responsibility for any violations by doing so. Mr. Nash expressed concern about withholding payment and whether that is a violation of the contract. Mr. Bowman stated AIA documents can have addendums. Mr. McKenney asked Mr. Nash to get the Town Attorney’s opinion on how to reconcile OSHA violations on project sites. Mr. Clavet stated a contractor’s EMR rating should be part of the vetting process and the contract documents. Mr. McKenney requested the matter of having a project manager or Clerk of the Works be put on the PBC agenda for discussion next month.

**MOTION** by Mr. Clavet to approve CO#4 in the amount of \$536.82 to correct the amount of the kitchen package to a total of \$71,679.27. **SECONDED** by Mr. McKenney and passed unanimously by all those present and voting.

**MOTION** by Mr. Clavet to approve CO#5 in the amount of \$8,252,43. **SECONDED** by Mr. McKenney and passed unanimously by all those present and voting.

H. Doolittle Cafeteria Renovation  
This project is on hold.

I. Districtwide Roofs

**MOTION** by Mr. Clavet for the PBC to forward a request to the Town Council to award the contract to New England Masonry and Roofing in the amount of \$132,450.00 for the 2017 summer maintenance schedule. This contract shall be based at a time and material, plus fees not to exceed the contract value without change order. **SECONDED** by Mr. Crooker and passed unanimously by all those present and voting.

**IX. NEW BUSINESS**

A. Town of Cheshire Charter/PBC Ordinance revision update  
Mr. Noewatne stated the Public Building Commission had previously discussed revising some of their ordinances. Mr. Noewatne stated the Town is currently undergoing a review of its Charter and suggested now might be a good time for the PBC to revisit this matter.

**X. ADJOURNMENT**

**MOTION** by Mr. Clavet to adjourn at 8:20 p.m. **SECONDED** by Mr. McKenney and passed unanimously by all those present and voting.

Attest,

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Karen Gill  
Recording Secretary