

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, September 6, 2017 - 7:00 P.M.
Town Hall, 84 South Main Street - Council Chambers

Members Present: Mr. Vincent Robitaille
Mr. Jim McKenney
Mr. Art Crooker
Mr. Richard Clavet
Mr. Steven Durkee
Mr. Phillip Bowman

Members Absent: Mr. Mark Nash
Mr. Matt Altieri
Mr. Richard Levy

Additional Present: Mr. George Noewatne, Director of Public Works

I. PLEDGE OF ALLEGIANCE

The assembled group recited the Pledge of Allegiance.

II. ROLL CALL

Mr. Robitaille 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 no general correspondence.

V. APPROVAL OF MINUTES - August 2, 2017

MOTION by Mr. Crooker to approve the minutes of the August 2, 2017 meeting as submitted.

SECONDED by Mr. Bowman.

VOTE

In Favor: Crooker, Clavet, Durkee, Bowman, Robitaille

Opposed: None

Abstained: McKenney

VI. MONTHLY FINANCIAL STATUS

Commission members reviewed the monthly financial status report of open Town projects. Mr. Noewatne stated the Town Council held a meeting regarding the capital budget and only approved budget items going to referendum. The State budget will dictate further action by the Town Council.

VII. CONSENT CALENDAR

Mr. Durkee moved that Invoice #34847 dated July 28, 2017 in the amount of \$580.00 and Invoice #34851 dated July 28, 2017 in the amount of \$960.00 from DTC be held from the Consent Calendar for discussion.

MOTION by Mr. McKenney to approve the Consent Calendar excluding Invoice #34847 dated July 28, 2017 in the amount of \$580.00 and Invoice #34851 dated July 28, 2017 in the amount of \$960.00 both from DTC.

SECONDED by Mr. Clavet and passed unanimously by all those present and voting.

VIII. OLD BUSINESS

1. EXHIBIT A: Town of Cheshire Charter/PBC Ordinance revision update

Mr. Robitaille and the subcommittee are working on this project and expect to meet soon to discuss possible changes in verbiage.

2. PROJECTS

A. Districtwide Lavatory Improvements

This project is expected to go out to bid in the early fall.

The proposed lavatory improvements at Dolittle will go to referendum in November.

B. Utility Tunnel Improvements

Mr. Crooker stated he expects to have the tunnel inspection report for next month's meeting. Mr. Clavet stated a small plumbing leak was discovered and is being remediated. Mr. Crooker noted there is still \$49,000 left in the budget for this project.

C. CHS Interior Code Compliance

Mr. Clavet stated the kickoff meeting for this project will be this Friday, September 8, 2017 at 8:30 a.m. at his office.

D. CHS Exterior Storage Building

Mr. McKenney stated the subcommittee for this project expects to have a direction by next month's meeting.

E. Emergency Shelter Generators

Mr. Durkee stated the punch list is in process and installation of the fencing was delayed due to weather, but is expected to be completed by the end of this week.

F. School Generator Hook-ups

Mr. Durkee stated the subcommittee met tonight and approved the drawings. In lieu of bidding this project as a package, the subcommittee will request itemized bids so a list of priorities can be created and the subcommittee can pick and choose. A final number for all work will be requested from each bidder.

Mr. Durkee asked for clarification of Invoice #34847 dated July 28, 2017 in the amount of \$580.00 and Invoice #34851 dated July 28, 2017 in the amount of \$960.00 both from DTC. There was a brief discussion.

MOTION by Mr. Durkee to approve Invoice #34847 dated July 28, 2017 in the amount of \$580.00 and Invoice #34851 dated July 28, 2017 in the amount of \$960.00 both from DTC.

SECONDED by Mr. Bowman and passed unanimously by all those present and voting.

G. Doolittle Cafeteria Renovation

Mr. Durkee stated there is a subcommittee meeting scheduled for September 28, 2017 at 8:00 a.m. at Doolittle.

H. CHS Concession Stand

Mr. Clavet stated the electrician on this project has filed for Chapter 11 bankruptcy and any further electrical work will have to be done by a different electrical company. Mr. Clavet stated a Notice to Comply letter was sent to Olympus. Mr. Clavet stated they are working with Silver Petrucelli to get the remaining punch list items completed.

Mr. Clavet stated the facility at the concession stand is fully functional and the official opening will be this Friday night, September 8, 2017 at 6 p.m.

I. Districtwide Sidewalk Replacement

Mr. McKenney stated this project is completed and can be closed out and taken off the agenda. Mr. McKenney stated G. Pic & Sons did an impeccable job.

J. Districtwide Roofs

Mr. Clavet stated this project continues to over perform and under spend. Mr. Clavet stated the more they look, the more they find and there is money left in the budget to make repairs as they are necessary.

3. Other business of the PBC

None.

IX. NEW BUSINESS

1. Project Management options
No discussion.

2. PBC roster
No discussion

3. Other new business of the PBC
Mr. Noewatne stated that Mr. Altieri formally submitted his resignation from the Public Building Commission.

X. ADJOURNMENT

MOTION by Mr. McKenney to adjourn at 7:30 p.m.

SECONDED by Mr. Crooker and passed unanimously by all those present and voting.

Attest,

Karen Gill
Recording Secretary