

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, October 4, 2017 - 7:00 P.M.
Town Hall, 84 South Main Street - Council Chambers

Members Present: Mr. Mark Nash
Mr. Jim McKenney
Mr. Art Crooker
Mr. Richard Clavet
Mr. Steven Durkee
Mr. Phillip Bowman
Mr. Richard Levy

Members Absent: Mr. Vincent Robitaille

Additional Present: Mr. George Noewatne, Director of Public Works
Mr. Vincent Masciana, Board of Education
David Arai

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

Mr. Nash stated Mr. David Arai will be taking Mr. Altieri's place on the Public Building Commission. Mr. Arai introduced himself to the Public Building Commission.

IV. GENERAL CORRESPONDENCE

There was no general correspondence.

V. APPROVAL OF MINUTES - September 6, 2017

MOTION by Mr. McKenney to approve the minutes of the September 6, 2017 meeting as submitted.

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

VI. MONTHLY FINANCIAL STATUS

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

VII. CONSENT CALENDAR

MOTION by Mr. Durkee to approve the Consent Calendar.

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

VIII. OLD BUSINESS

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

In Mr. Robitaille's absence, Mr. Clavet stated the subcommittee is working on this project and expects to meet soon to discuss possible changes in verbiage.

2. PROJECTS

A. Districtwide Lavatory Improvements

Mr. Clavet stated there was a meeting last week with the architect and Silver/Petrucci. Mr. Clavet stated the subcommittee authorized the drawings to be revised based on the three bathroom configurations that were discussed. Mr. Nash stated he will find out if Town Council approval is needed once the drawings are finalized.

B. Utility Tunnel Improvements

Mr. Crooker stated the inspection has been completed, but he has not yet received the report. Mr. Clavet stated no significant issues were identified during the inspection and he will follow up on obtaining the report. Mr. Crooker stated the tunnels will continue to be monitored.

C. CHS Interior Code Compliance

Mr. Clavet stated a meeting was held on this project to discuss the overall scope. Mr. Clavet stated there is a comprehensive list and the subcommittee is looking for an architect who has experience dealing with State of Connecticut ADA compliance. Mr. Masciana stated the design must be bid, the grant application must be filed by June 30, 2018 and all work must be completed by the end of summer of 2019.

D. CHS Exterior Storage Building

Mr. McKenney stated the subcommittee is waiting for this project to be approved by the Town Council. Mr. Noewatne stated the Town capital budget is on hold until the State budget is adopted.

E. Emergency Shelter Generators

Mr. Durkee stated the generator is up and running and this project is almost ready to be closed out. Mr. Clavet stated the fencing has been repaired and the grass around the generator has been hydroseeded.

Mr. Crooker recommended that measures be taken to protect the generator from rodents. Mr. Crooker also recommended as preventive maintenance that the block heater be checked once per month to make sure it is working.

F. School Generator Hook-ups

Mr. Durkee stated this project is ready to bid once it is approved by the Town Council. Mr. Noewatne stated this project is on the agenda for the October 10, 2017 Town Council meeting. Mr. Durkee stated he will attend that meeting to represent this project.

MOTION by Mr. Durkee for the PBC to recommend that the Town Council approve the design and authorize bidding for this project.

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

G. Doolittle Cafeteria Renovation

Mr. Durkee stated a meeting was held with the subcommittee and school staff to review and revise the original list.

MOTION by Mr. Durkee for the PBC to accept the proposed work as revised and issue an RFP.

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

There was a brief discussion regarding next steps.

H. CHS Concession Stand

Mr. Clavet stated there is an ongoing conversation about the remaining punchlist items.

Mr. Clavet stated there was an opening ceremony and the concession stand is doing well. Mr. Clavet stated that despite the challenges of this project, it is a nice boost to the Town.

I. Districtwide Sidewalk Replacement

Mr. McKenney stated this project is completed. Mr. Noewatne stated the close out documents will be presented to the Town Council next week. Mr. Clavet stated he has hired G. Pic & Sons for other projects based on how well they managed and executed the district sidewalks project.

J. Districtwide Roofs

MOTION by Mr. Clavet for the PBC to approve the contract with New England Masonry and Roofing Company for roof maintenance and repairs.

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

3. **Other old business of the PBC**
None.

IX. NEW BUSINESS

1. Project Management options
No discussion.
2. Other new business of the PBC
No discussion

X. ADJOURNMENT

MOTION by Mr. Clavet to adjourn at 7:40 p.m.

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

Attest,

Karen Gill
Recording Secretary